
TIGARD CITY COUNCIL
MEETING

JANUARY 13, 2004 6:30 p.m.

TIGARD CITY HALL
13125 SW HALL BLVD
TIGARD, OR 97223



PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Visitor's Agenda items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A
TIGARD CITY COUNCIL MEETING
JANUARY 13, 2004

6:30 PM

- STUDY SESSION

- > Bull Mountain Annexation Plan Discussion about Formation of Subcommittees
- > New Library Coffee Bar Option Discussion

- EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(3), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

7:30 PM

1. BUSINESS MEETING

- 1.1 Call to Order - City Council & Local Contract Review Board
- 1.2 Roll Call
- 1.3 Pledge of Allegiance
- 1.4 Council Communications & Liaison Reports
- 1.5 Call to Council and Staff for Non-Agenda Items

2. DISCUSSION AND CONSIDERATION OF APPOINTMENT OF MAYOR PRO TEM DIRKSEN TO THE POSITION OF MAYOR FOR ONE YEAR; DISCUSSION OF PROCESS TO FILL A POTENTIAL COUNCIL VACANCY; ELECTION OF A COUNCIL PRESIDENT; AND ADMINISTRATION OF THE OATH OF OFFICE FOR THE POSITION OF MAYOR TO MAYOR PRO TEM DIRKSEN

- a. Staff Report: City Administration
- b. Council Discussion
- c. Council Consideration:
 - Resolution No. 04-___ - Appoint Mayor Pro Tem Craig Dirksen as Mayor for a One-Year Term: January 13 to December 31, 2004
 - Discuss Process to Fill Council Vacancy until December 31, 2004
 - Vote (cast ballots) to elect a Council President for until December 31, 2004
- d. Oath of Office Administered to Mayor-Select Craig Dirksen
 - Municipal Judge Michael O'Brien

3. PRESENTATION OF BUDGET AWARDS
 - Staff Presentation: Administration Department
 - a) Distinguished Budget Presentation Award for Fiscal Year Beginning July 1, 2003
 - b) Certificate of Achievement for Excellence in Financial Reporting for the Fiscal Year Ended June 30, 2002
4. VISITOR'S AGENDA (Two Minutes or Less, Please)
 - Tigard High School Student Envoy Angela Jensen
 - Tigard Area Chamber of Commerce President Dan Murphy
5. CONSENT AGENDA: These items are considered to be routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
 - 5.1 Approve Council Minutes for November 18, 25, December 2 and 16, 2003
 - 5.2 Receive and File:
 - a. Council Calendar
 - b. Tentative Agenda
 - 5.3 Local Contract Review Board
 - a. Award Contract for an On-Line Lien Search System to Net Assets
 - b. Approve Purchase of Three Ford Ranger Pick-Up Trucks Utilizing the State of Oregon Contract for Trucks
 - 5.4 Amend the Master Fees and Charges Schedule (Resolution No. 03-25, Exhibit A) to Increase Lien Search Fees – Resolution No. 04-____
 - 5.5 Approve and Intergovernmental Agreement with the State of Oregon Department of Transportation (ODOT) for Commercial Vehicle, Driver and Cargo Inspection and Authorize the Chief of Police to Sign the Agreement
 - 5.6 Approve Budget Amendment No. 13 to the FY 2003-04 Adopted Budget to Increase Appropriations for Funding of Vehicle Replacements in the Building Division – Resolution No. 04-____
 - 5.7 Approve Budget Amendment No. 14 to the FY 2003-04 Adopted Budget to Adjust Appropriations for Funding of an On-Line Lien Search System
 - 5.8 Approve Budget Amendment No. 15 to the FY 2003-04 Adopted Budget to Carry Over Funds for Police Vehicles Replacements – Resolution No. 04-____
 - 5.9 Approve Budget Amendment No. 16 to the FY 2003-04 Adopted Budget to Create a Right-of-Way Program Coordinator Position in the Engineering Department – Resolution No. 04-____
 - 5.10 Approve Budget Amendment No. 17 to the FY 2003-04 Adopted Budget to Increase Appropriations for Funding Additional Inspection Costs Associated with Increased Building Activity – Resolution No. 04-____

- *Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council has voted on those items that do not need discussion.*

6. TIGARD BEYOND TOMORROW VISION 2002 ANNUAL REPORT

- Goal Target Area Representatives

7. LOCAL CONTRACT REVIEW BOARD (LCRB) PUBLIC HEARING – CONSIDERATION OF GRANTING AN EXEMPTION FROM COMPETITIVE BIDDING UNDER LCRB ADMINISTRATIVE RULE 80.015 FOR THE ACQUISITION OF SHELVING AND RELATED FURNITURE AND FIXTURES FOR THE NEW LIBRARY

- Open Public Hearing
- Staff Report: Finance Department
- Public Testimony
- Close Public Hearing
- LCRB Discussion & Questions to Staff
- Staff Recommendation
- LCRB Consideration: Local Contract Review Board Resolution No. 04-_____

8. COUNCIL LIAISON REPORTS

9. NON AGENDA ITEMS

10. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(3), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

11. ADJOURNMENT

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AGENDA ITEM # _____
FOR AGENDA OF January 13, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Appoint Mayor Pro Tem Dirksen to the Position of Mayor for One Year; Discuss Process to Fill Vacant Council Position; Elect a Council President Until December 31, 2004; Administer the Oath of Office to the Position of Mayor to Mayor Pro Tem Dirksen

PREPARED BY: Cathy Wheatley DEPT HEAD OK MAN CITY MGR OK MAN

ISSUES BEFORE THE COUNCIL

Consider appointing Mayor Pro Tem Dirksen to the position of mayor for one year; discuss process to fill vacant Council position; elect a Council President until December 31, 2004; administer the Oath of Office for the Position of Mayor to Mayor Pro Tem Dirksen.

STAFF RECOMMENDATION

1. Consider the appointment of Craig Dirksen as Mayor of Tigard as outlined in the attached resolution.
2. Discuss and give direction to staff on how to proceed to fill the Council vacancy if Mayor Pro Tem Dirksen is appointed as Mayor.
3. Consider the election of a Council President to serve until December 31, 2004 if Mayor Pro Tem Dirksen is appointed as Mayor.
4. Administer the Oath of Office to Mayor-Select Craig Dirksen.

INFORMATION SUMMARY

1. *Consider the appointment of Craig Dirksen as Mayor of Tigard.*

At the December 16, 2003, Council meeting the Council discussed various options to fill the vacancy created by Mayor Jim Griffith's death. The consensus of Council was to give Mayor Pro Tem Dirksen time to decide if he would be willing to serve as interim Mayor through December 2004. A proposed resolution is also attached for Council consideration to consider and approve the appointment of Mayor Pro Tem Dirksen as interim Mayor until December 31, 2004.

The resolution also calls for an election for the position of Mayor on November 2, 2004. The successful candidate will serve as Mayor from January 1, 2005 until the end of Mayor Griffith's term of office, December 31, 2006.

2. ***Discuss and give direction to staff on how to proceed to fill the Council vacancy if Mayor Pro Tem Dirksen is appointed as Mayor.***

If Mayor Pro Tem Dirksen is appointed as Mayor, there will be a vacant Council position. Council must then consider whether it wants to appoint a Council member to the unexpired term, ending December 31, 2004. Attached is a timeline outlining one scenario framing the selection process for this vacant Council position.

3. ***Consider the election of a Council President.***

If Mayor Pro Tem Dirksen is appointed as Mayor, there will be a vacancy in the Council President position to the unexpired term, ending December 31, 2004. The Council considers the filling of the Council President position as provided in the Charter:

At its first meeting of each odd-numbered year, the council by ballot shall choose a president from its membership. In the mayor's absence from a council meeting, the president shall perform the duties of the office of mayor and preside over it. Whenever the mayor is physically or mentally unable to perform the functions of office, the president shall act as the mayor pro tem.

A ballot is attached should the Council members decide to move forward with the appointment of a Council President to serve until December 31, 2004.

4. ***Administer the Oath of Office to Mayor-Select Craig Dirksen***

Municipal Judge Michael O'Brien has agreed to be on standby to administer the Oath of Office to Craig Dirksen should the Council approve the proposed resolution appointing Mayor Pro Tem Dirksen to the office of Mayor.

OTHER ALTERNATIVES CONSIDERED

Select another option to address the vacancy for the position of Mayor.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

1. Proposed resolution appointing Craig Dirksen as Mayor of Tigard until December 31, 2004.
2. Proposed timeline for appointing a Council member until December 31, 2004.
3. Ballot for selection of a Council President to serve until December 31, 2004.

FISCAL NOTES

N/A

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CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION APPOINTING CRAIG E. DIRKSEN AS MAYOR OF THE CITY OF TIGARD TO SERVE FROM JANUARY 13, 2004 UNTIL DECEMBER 31, 2004, AND CALLING FOR AN ELECTION ON NOVEMBER 2, 2004, FOR THE ELECTION OF A CANDIDATE TO THE OFFICE OF MAYOR TO COMPLETE MAYOR GRIFFITH'S TERM OF OFFICE FROM JANUARY 2005 THROUGH DECEMBER 2006

WHEREAS, a vacancy in the position of Mayor in the City of Tigard occurred due to the death of James E. Griffith; and

WHEREAS, for the conduct of City business the City Council determined that it would appoint an Interim Mayor from January 13, 2004 until December 31, 2004; and

WHEREAS, the City Council determined that an election for the office of Mayor would be held on November 2, 2004, for the election of a candidate who would complete Mayor Griffith's term of office from January 2005 through December 2006;

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: Craig E. Dirksen is appointed Mayor of the City of Tigard from January 13, 2004, until December 31, 2004.

SECTION 2: The City Recorder is directed to take the necessary steps to ensure that an election is conducted for the Mayor's position at the November 2, 2004, election date and the candidate who receives the most votes shall serve as Mayor from January 2005 through December 2006.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

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Draft Timeline
Selection and Appointment of a Council Member
to Potential Vacancy on the Tigard City Council

January 13, 2004	Council direction to implement a process for selection of a Council member to fill Mayor Pro Tem's Council position if Mayor Pro Tem Dirksen is appointed Mayor.
January 14, 2004	Staff issues press releases and appropriate legal announcements informing the public about the vacancy and the process to select a new Council member.
January 15, 2004	<i>Tigard Times</i> reports the vacancy.
February 6, 2004	Deadline for applications from those interested in appointment to the Council vacancy.
February 7, 2004	Council receives the applications from interested citizens.
February 10, 2004	Council gives direction after initial review and screening of applications.
February 17, 2004	At the Council Workshop Meeting, Council interviews applicants.
February 24, 2004	Earliest possible appointment date for new Council member.
March 9, 2004	First meeting for new Council member. (Oath of Office to be administered.)

BALLOT

**Election of Tigard
City Council President
January 2004 to December 2004**

Vote for One:

Councilor Brian Moore

Councilor Sydney Sherwood

Councilor Nick Wilson

Signature

COUNCIL MINUTES
TIGARD CITY COUNCIL MEETING
November 18, 2003

- STUDY SESSION

Called to order at 6:30 p.m. by Council President Dirksen.

Council Present: Mayor Griffith (arrived at 6:42 p.m.); Councilors Dirksen, Moore, Sherwood and Wilson.

- DOWNTOWN TASK FORCE DISCUSSION

Task Force Members Present: Mike Marr, Martha Bishop, Alexander Craghead, Mike Stevenson, and Ken Davison

Council met with members of the Task Force. It is anticipated that a grant in the amount of \$113,000 will be allocated to Tigard from the State for some economic development work in the downtown area. Information reviewed included the downtown redevelopment strategy, vision for the area, revitalization plan (funding, regulation). Councilor Dirksen noted the Task Force is on schedule. He said the grant will provide the opportunity to receive some expert help to determine what needs to be done to make the revitalization plan work.

There was discussion on estimated time that it would take to implement the plan, the need to identify funding options, frustration in the length of time it takes, a request that more staff resources be devoted to the downtown redevelopment work. Some projects will be submitted for review during the upcoming Capital Improvement Program process, which will be submitted to the Downtown Task Force by the Tigard Central Business District Association. There was also discussion on the need to review the Community Development Code to make the downtown redevelopment process more "friendly."

Councilor Dirksen suggested a timeline be prepared for the revitalization process in time for the budget process so a determination can be made as to what resources can be allocated toward this effort. In addition, Councilor Moore suggested, after comments about how other cities have been able to revitalize their downtowns, that the members contact these cities to find out how they were able to finance these improvements.

There was discussion on urban renewal also known as tax increment financing. Urban renewal has been used successfully in other cities for revitalization projects. In Tigard, a Charter provision on urban renewal states that before tax increment financing can be used for Tigard, the proposal must first be approved by Tigard voters. There was discussion on options including whether to ask the voters to repeal the urban renewal section of the Charter or to submit to voters an urban renewal proposal to fund downtown improvements. Several Task Force members said they would like to participate in some training sessions to learn about how urban renewal districts work. These sessions would include the Council and other board or committee members such as the Planning Commission.

One Task Force member commented that a large percentage of the downtown property ownership was absentee.

Councilor Dirksen noted that the level of interest for downtown revitalization among those in the downtown area (business and property owners) needs to be determined and some indication from them of how aggressive the city should be in taking steps to move the revitalization effort forward. City Manager Monahan suggested a survey be included in a future Cityscape issue to determine the support for revitalization efforts.

It was noted that the City recently joined the Regional Economic Development Partners, which could also be used as a resource.

Councilor Wilson suggested the Task Force members reach out to others, outside of individuals located in the downtown, to give and receive information.

➤ CITIZEN INVOLVEMENT – IDEAS FOR FUTURE DIRECTION

Assistant to the City Manager Newton reviewed with Council the highlights of her November 7, 2003, memo regarding Citizen Involvement – Ideas for Future Direction.

Much of the discussion focused on land use issues and how to get information to citizens. Ms. Newton suggested that one approach would be to use cable television and offer some information about land use once a month. Another idea was to have staff members attend the required neighborhood meetings that developers hold when proposing a new development. The developer is encouraged to have these meetings near the affected neighborhood; however it is not requirement and sometimes the meetings are held at City Hall. Councilor Wilson suggested that staff offer to meet with citizens (without the

developer present). The staff could provide citizens with information about the development and explain the Code requirements.

Councilor Wilson commented that he liked the staff recommendation that communication plans be prepared for all major City programs and submitted with department budget requests.

City Manager Monahan said that this item could be discussed more next week at the Council workshop meeting.

(Additional Study Session Items were discussed after the Council Business meeting.)

- EXECUTIVE SESSION: Not held.

1. BUSINESS MEETING

- 1.1 Call to Order - City Council & Local Contract Review Board

- 1.2 Roll Call

- 1.3 Pledge of Allegiance – The Color Guard from Tigard American Legion Post #158 presented the colors at the beginning of the City Council meeting as part of the official completion of the City of Tigard participation in the Department of Defense commemoration of the 50th anniversary of the Korean War. The Tigard American Legion Post #158 and the City of Tigard were designated as commemorative communities and worked in partnership to accomplish the goals of the commemorative project, which included educating the public, honoring the men and women who served and honoring the sacrifices of the families they left behind.

- 1.4 Council Communications & Liaison Reports: None

- 1.5 Call to Council and Staff for Non-Agenda Items: None

2. VISITOR'S AGENDA

➤ Hayden Haberle read a short statement noting his concerns about the possible annexation of the Bull Mountain area citing questions about the benefits that would be received and noting the increased cost would mean hardship for his family. A public hearing on this matter is scheduled for December 2, 2003.

3. CONSENT AGENDA: Motion by councilor Sherwood, seconded by Councilor Dirksen, to approve the Consent Agenda as follows:

- 3.1 Authorize the Chief of Police to Enter into a Cooperation Agreement with the Regional Organized Crime Narcotics Agency

3.2 Local Contract Review Board:

- a. Award the Gate Access Control Contract to ADT Security Services

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	--	Yes
Councilor Dirksen	--	Yes
Councilor Moore	--	Yes
Councilor Sherwood	--	Yes
Councilor Wilson	--	Yes

4. DISCUSSION WITH STATE SENATOR GINNY BURDICK AND STATE REPRESENTATIVE MAX WILLIAMS

Mayor Griffith congratulated Representative Williams on his recent award from the League of Oregon Cities who honored him as one of the "friends of cities."

Discussion with the legislators focused on the activities of the last legislative session, which was the longest session in the state's history. Issues reviewed included PERS reform, transportation planning/financing, balancing the budget, along with a number of smaller issues. Senator Burdick will now chair the Senate Judiciary Committee. Representative Williams noted the lack of certainty about the budget because of the referendum effort underway for voters to decide on the tax issue. He noted he was less concerned about the next 18 months than he was for the need to implement plans now that will provide a course for the next 18 years. He commented that for too long the state has been in crises management mode. Representative Williams is serving on a committee which is reviewing the tax system for the state of Oregon.

In response to a comment from Councilor Sherwood, Senator Burdick and Representative Williams both indicated that they were surprised when the state management received a \$350 bonus. Representative Williams said he was told there was an effort to unionize some of the management employees, which may have been behind the decision to offer the bonus.

Now that the legislature is out of session, Senator Burdick and Representative Williams will meet with the Council on a quarterly basis, rather than monthly. They will attend the last meeting in February 2004.

5. RECOGNIZE COMPLETION OF THE THREE-YEAR COMMEMORATION OF THE 50TH ANNIVERSARY OF THE KOREAN WAR

City Manager Monahan presented this agenda item. In June 2002 the US Department of Defense designated the City of Tigard as a commemorative community to participate in a three-year project commemorating the 50th anniversary of the Korean War.

City Manager and the Mayor presented several people with certificates of appreciation for their work on the three-year program and the highlights of the activities since 2000 were reviewed. A 15-minute video featuring Korean War veterans from Tigard relaying their experiences was shown to the Council and audience. Patsy Nestor of American Legion Post #158 thanked the Tigard City Council for its assistance and she also acknowledged the efforts of Volunteer Coordinator Susan Koepping.

Council approved Resolution No. 03-62, which officially completed the three-year commemoration of the 50th Anniversary of the Korean War and thanked all who participated.

Mayor Griffith read a proclamation noting that the citizens of Tigard recognize and express their appreciation of all who served in the Korean War and acknowledge the sacrifices made by their families, and urges the people of Tigard to always remember and honor the men and women who served in the Korean War.

6. PUBLIC HEARING (LEGISLATIVE) TO CONSIDER AN ORDINANCE ESTABLISHING AND IMPOSING A STREET MAINTENANCE FEE, AND DECLARING AN EMERGENCY

a. The Mayor opened the public hearing.

b. City Engineer Duenas presented the staff report, which is on file with the City Recorder. Mr. Duenas reviewed the proposed ordinance, which had been reviewed by the City Council previously and the redrafted ordinance. Key concepts of the ordinance, including the appeal process are listed in the PowerPoint presentation slides, which are on file with the City Recorder.

c. Public Testimony:

- Joe Gilliam of the Oregon Grocery Association, 30300 SW Parkway, Wilsonville, Oregon, spoke in support of the street maintenance fee as proposed. He noted one concern in wording on Page 3 of the

ordinance, which the Council later amended so that the second sentence of Section (10) on Page 3 ended with the words "to match existing grade."

- Mr. John Frewing, 7110 SW Lola Lane, Tigard, Oregon, testified against the proposed ordinance saying that the original street maintenance fee proposal included funding for maintenance of streetlights, sidewalks, and rights-of-way. He referred to the Comprehensive Plan, which stated that the City is charged with providing a balanced transportation plan.

Mayor Griffith noted that the original proposal's "price tag was too high." At this point the City is only considering street maintenance, but will reevaluate at a later time how to address the maintenance for streetlights, sidewalks, and rights-of-way. Councilor Dirsken added that during the citizen input process, it appeared that there was insufficient support for anything other than the street maintenance portion.

Mr. Frewing reiterated that he thought this matter should be approached in a balanced way.

Councilor Sherwood noted that it was her understanding that the street maintenance fee needs to address road maintenance only.

- Mr. Gene McAdams, 13420 SW Brittany Drive, Tigard, Oregon, testified with concerns about the street maintenance fee as proposed. He said he was concerned about how, over time, the proportionality of what is paid by businesses and what is paid by residents would be skewed so that residents would end up paying the majority of the total collected. He also spoke in support of adding the streetlights, sidewalks and traffic signals.
 - Andrew Spiak testified against the fee noting he disagreed with the way that the City is managing some construction projects affecting McDonald Street and O'Mara Street.
- d. City Engineer Duenas recommended the ordinance be adopted with the changes noted during the hearing. Mr. Duenas outlined the timing for review of the street maintenance fee ordinance after the first year it is in effect and then again in three years. The appeal committee process was referenced.
- e. Mayor Griffith closed the public hearing.

f. Council consideration:

Motion by Councilor Dirksen, seconded by Councilor Sherwood, to adopt Ordinance No. 03-10:

ORDINANCE NO. 03-10 -- AN ORDINANCE ESTABLISHING AND IMPOSING A STREET MAINTENANCE FEE, PROVIDING FOR COLLECTION OF THE STREET MAINTENANCE FEE, LIMITING FEE PROCEEDS TO STREET MAINTENANCE AND AMENDING THE TIGARD MUNICIPAL CODE BY ADDING A NEW CHAPTER 15.20, AND DECLARING AN EMERGENCY

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	--	Yes
Councilor Dirksen	--	Yes
Councilor Moore	--	Yes
Councilor Sherwood	--	Yes
Councilor Wilson	--	Yes

7. UPDATE ON BRIDGEPORT VILLAGE

Mr. Bruce Wood of OPUS NW provided a project review and status report on this development. He reviewed the some of the stores that may be located at this center including Crate and Barrel, Regal Cinemas, Wild Oats, Coldwater Creek, Talbots, Macaroni Grill and a number of other restaurants. \$7.5 million of transportation improvements to adjacent streets will be made. Groundbreaking for the project is scheduled for December 1.

8. MEETING WITH METRO AUDITOR ALEXIS DOW

Metro Auditor Alexis Dow discussed with Council some ideas for performance/financial review and audits at Metro. Ms. Dow said she not only does financial audits, but also audits performance. Items discussed included having Metro be more involved with citizens who have concerns about some of Metro's land use decisions. In addition, the Council requested better communication about pending Metro decisions before the decision is made. The "partnership" role between cities and Metro should be developed. It was noted that more greenspace dollars were spent elsewhere in the region than in the western portion. Mayor Griffith noted his desire to have Metro complete projects they've started before starting new ones and referred to the Regional Town Centers. He said the Washington Square Regional

Center Plan is done, but there is no funding allocated to implement elements of the plan.

9. DISCUSSION ON WASHINGTON COUNTY MAY 2004 LIBRARY LEVY

Council met with WCCLS Advisory Board Member Harry Bodine. Mr. Bodine introduced Pat Biggs who accompanied him. Ms. Biggs is a former member of the Tigard-Tualatin School Board and is now the President of the Board of Directors of People for Libraries. Mr. Bodine urged the Council members to lend active support to the May 2004 Library Levy. A copy of the highlights of Mr. Bodine's presentation is on file with the City Recorder.

10. COUNCIL LIAISON REPORTS: None

11. NON AGENDA ITEMS: None

12. EXECUTIVE SESSION: Not held.

The following Study Session items were discussed after the business meeting:

- BULL MOUNTAIN ANNEXATION PLAN – A brief discussion was held on the Community meeting (November 19, 6:30-8:30 p.m., Twality Middle School).
- All five Council members indicated they would be at the December 3, TFW&R Lunch.

13. ADJOURNMENT: 10:50 p.m.

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

COUNCIL MINUTES
TIGARD CITY COUNCIL MEETING
November 25, 2003

1. WORKSHOP MEETING

- 1.1 Called to order by Council President Dirksen at 6:32 p.m.
- 1.2 Roll Call - City Council Present: Council President Dirksen, Councilors Moore, Sherwood, and Wilson
- 1.3 Pledge of Allegiance
- 1.4 Council Communications & Liaison Reports - None
- 1.5 Call to Council and Staff for Non Agenda Items - None

2. JOINDER AGREEMENT WITH THE JOINT WATER COMMISSION

- Intergovernmental Water Board (IWB) Members Present: Penner, Scheiderich, and Winn; Councilor Moore represents the Council at IWB.
- Public Works Director Wegner presented information on the status of the City's progress to secure a long-term water supply. He reviewed the proposed "Amendment to Water Service Agreement and Joinder Agreement" with the Joint Water Commission, which will grant the City membership to the Joint Water Commission. Mr. Wegner reviewed a PowerPoint slide presentation outlining the highlights of Joint Water Commission membership.

Next Steps:

- 11-25-03 – Present JWC agreement to the City of Durham
- 12-03-03 – Present JWC agreement to the City of King City
- 12-16-03 – Request approval of the JWC agreement by the Tigard City Council
- JWC Board Meeting

3. CITY/TRI-MET MEMORANDUM OF UNDERSTANDING (MOU) AND LOCAL TRANSIT SERVICES DISCUSSION WITH TRI-MET GENERAL MANAGER FRED HANSEN

- TriMet General Manager Hansen reviewed with the City Council the proposed Tigard/TriMet Memorandum of Understanding and companion Local Area Plan for improving the transit services within the City. Mr. Hansen reviewed a PowerPoint slide presentation outlining the highlights the Local Area Plan, 2003-2006.

Partnership goals are to improve access to transit, maximize transit ridership, and improve local coverage. During the development of the local area plan, regular updates will be forwarded to the City Council.

Councilor Wilson commented on the need for a different type of service for suburban areas due to a change in densities in these areas. In the past, the focus has been for transporting riders to Portland; however, local service is now needed.

Councilor Sherwood noted that it is critical that bus routes be located for the convenience of low-income residents.

Council President Dirksen advised he is looking forward to the partnership with TriMet. He said the MOU is a more definitive document than has been offered in the past.

4. CITYWIDE SEWER EXTENSION PROGRAM BROCHURE PRESENTATION

- City Engineer Duenas presented the staff report about the sewer extension program brochure, which is intended to inform property owners of the purpose, procedures and purpose of the program. Council members suggested that the verbiage be cut down so that the brochure focuses on key points and advises where more information can be found; i.e., direct readers to the City's website.

5. DISCUSSION OF THE PROPOSED PLAN TO COMPLETE THE CITYWIDE SEWER EXTENSION PROGRAM

- City Engineer Gus Duenas presented the staff report about the proposed plan to complete the Citywide Sewer Extension program by extending sewer service to the remaining developed but unserved areas in the City. Actual project approval and implementation will be through the Capital Improvement Program formulation each fiscal year. After brief discussion, there were no objections by the Council to the proposed overall plan.

In response to a question from Mr. John Frewing, Mr. Duenas advised that the sanitary sewer extension program does not address storm sewer improvements. Storm sewer improvements are funded by a different source.

- > City Engineer Duenas responded to a concern presented by Mr. Andrew Spiak at the November 18 Council meeting regarding inadequate compaction once street cuts were made on McDonald Street. Mr. Duenas advised he investigated this situation and the fill made was only temporary. A proper fill and compaction will be done

once the contractor is ready to finish this portion of their job. Carlson Testing will perform the compaction testing to assure the fill is done properly.

6. DISCUSSION OF PLANNED DEVELOPMENT REQUIREMENTS AND CREATION OF A COMMUNITY DEVELOPMENT CODE REVIEW COMMITTEE

- Planning Manager Dick Bewersdorff introduced this agenda item and reviewed the history of the Community Development Code as it also relates to the Comprehensive Plan. Associate Planner Morgan Tracy and Planning Commission Chair Padgett were also present.

Highlights of the presentation included the following:

- Consensus of the Planning Commission was in opposition to code provisions for "architectural review."
- Comprehensive Plan is 20 years old; the Plan needs to be reviewed as there are many issues to discuss.
- Comprehensive Plan update will be discussed with the Planning Commission in the next couple of weeks.
- Caution about short-term amendments to the Code without reviewing and understanding the policy issues.
- Buy-in and ownership of policies occurs during the planning process to establish the goals.
- Notation of underlying philosophy of code depends on whether it is supply-and-demand based or to offer variable price levels for housing and development through code provisions.
- Caution that the Development Code might conflict with what property owners would consider a "taking" especially if a change to the Code would limit development rights.

Lengthy discussion was conducted on how to go about a review of the Planned Development process, which would include members of the Planning Commission, City Council and citizens. There was a proposal made for a review committee to consist of a Council liaison, two Planning Commission members and three citizens who would represent different interests. Final consensus was for the staff to discuss formation and options for a planned development review process and to forward a recommendation to the City Council.

- City Manager Monahan and Council continued the discussion of the Citizen Involvement process from the November 18th Council Study Session. Highlights of the discussion included:

- Staff members will not attend neighborhood meetings hosted by developers.

- Opportunities for citizens to talk to city might include having staff available before Planning Commission meetings to answer questions about development proposals and the criteria to be considered.
- Make meeting time available for citizens to talk to staff about potential development or for general questions.

Meeting recessed at 9:10 p.m.

Meeting reconvened at 9:22 p.m.

7. DISCUSSION OF POTENTIAL TIGARD-TUALATIN SCHOOL DISTRICT PARK AND RECREATION DISTRICT PROPOSAL

- City Manager Monahan reviewed this item with the City Council about the shortage of funds in the School District and the efforts to find funding to keep the swimming pools open. There was a recent meeting attended by representatives from the School District, Tigard, Tualatin, King City, Durham and a citizens group led by Steve Clark. There was an evaluation of whether to embark on an initiative process to place the question on the March ballot asking voters to form and fund a special district for recreation. However, the meeting attendees decided there was not enough time to organize for the March election.

Council discussed the concept of formation of a special district for recreation. The Council recently formed the Park and Recreation Advisory Board, which is developing a work plan to review the issue of forming a park and recreation district, join Tualatin Hills Park and Recreation District, or form a park and recreation district with Tualatin. A comment was made that the City would not want to foreclose its options at this point. Also, there was concern that the focus from the School District's proposal for a park and recreation district was too narrow and that the City would want to address the needs of the entire citizenry. Council consensus was that it was not interested in creating a separate district at this time.

> STUDY SESSION ITEMS

- Council held a discussion on the December 2, 2003, process for the public hearing on the Bull Mountain Annexation Plan. Council also discussed potential options of how it could proceed. The Plan now calls for a March election; however, given the citizen input received at the Coffee Talks and the November 19 Community meeting, Council might want to consider delaying the ballot measure to the November 2004 election. The additional time could be used to form subcommittees that focus in the areas where concerns have been raised. The subcommittees could then assemble more detailed information. Participation on the subcommittees would include representation from citizens, and City and County officials.

- There was discussion about asking the County to collect the SDC charges based on the annexation plan even though the vote might be delayed.
- Citizens present from the Bull Mountain area and from the City of Tigard expressed appreciation should the Council decide to delay its action to place this matter on the March ballot to November. They requested meaningful, far-reaching citizen involvement.
- Councilor Moore reflected on the efforts by the City so far on this matter, which has been in various stages of discussion and planning for the last 20 years. While he might support a delay in the vote to November, he expressed some concern over some City projects that might continue "to be shelved." City Manager Monahan that some thought has been given to this and that other departments, in addition to Community Development, would be asked to work on different aspects under the study of the subcommittees. Expectations of the subcommittees would need to be clear. Other projects besides the Bull Mountain Annexation Plan would run on parallel tracks.
- Councilor Wilson indicated that his perspective was that he has heard from the Bull Mountain residents asking what they will "get" for the taxes they pay to Tigard and the focus has been on the delivery of services. He continued by saying: "I can throw a baseball from my yard across the city limits. I live up there; they're my neighbors and they write Tigard on their return address, they drink the same water we do; they're virtually the same except that they don't contribute. We're going to generate an operating surplus from this, that's clear. I think to assume that all of those dollars should go to say hire police out there when nobody calls for police out there is ridiculous. They are in the same traffic congestion that we're in...we've been operating for years on this sort of status quo, just doing the bare minimum. Maybe this is an opportunity to say to the people up there, our neighbors, can you help us do something that we've never done before? Can we get out of this and actually start to develop the downtown. Don't they have an interest in downtown too? Don't they have an interest in seeing Pacific Highway finally improved? If we can approach them that way saying you guys can help us substantially financially to do some of these things and let's work together."
- Council consensus was to open the hearing on December 2 and take testimony. The Council members will indicate that the City might want to investigate an alternative course of action. Commitments from the County will be explored with regard to the collection of parks system development charges, County financial assistance for roads when the roads are transferred, the potential for identifying MSTIP projects in this area, and to determine if some commitments can be extended to the City.

8. COUNCIL LIAISON REPORTS: None

9. NON-AGENDA ITEMS: None

10. ADJOURNMENT: 10:16 p.m.

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

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COUNCIL MINUTES
TIGARD CITY COUNCIL MEETING
December 2, 2003

Meeting was called to order at 6:30 p.m. by Council President Dirksen.

City Council Present: Council President Dirksen, Councilors Moore, Sherwood and Wilson.

- STUDY SESSION

- Councilor Moore will speak at the services for Mayor Griffith on behalf of the City of Tigard.
- Angela Jensen, Student envoy from the Tigard High School will speak during the visitor's agenda. Dan Murphy of the Tigard Chamber of Commerce cannot attend. The Chamber holiday lunch was scheduled for December 9, but has been cancelled since it is the same day as the funeral services for Mayor Griffith.
- Council discussed process for the public hearing on Bull Mountain. Staff report will take about 20 minutes. After the staff report Councilor Dirksen will note that Council has discussed the possibility of postponing the annexation plan ballot measure until November 2004. In the interim a number of subcommittees will be formed to research and respond to issues raised from Bull Mountain residents who have attended Coffee Talks and the Open House meeting on November 19. The Council will not make a decision tonight. Oral testimony will be received at this hearing; written testimony will be requested and the Council will set a deadline for submittal of the testimony.
- Council decided to hold the two Coffee Talks scheduled in December: December 10 will be attended by Councilor Wilson and the Talk of December 18 will be attended by Council President Dirksen.
- A CPO4b meeting will be held on December 4 at Deer Creek Elementary at 7 p.m. Council President Dirksen and Councilor Wilson will attend.
- Councilor Sherwood advised that she will be serving for the next year on the Regional Affordable Housing Task Force.
- City Manager Monahan noted that there is a ribbon cutting ceremony scheduled for the Bonita crosswalk at 9 a.m. on December 4.
- Council President Dirksen and Community Development Director Hendryx will attend a meeting regarding urban renewal at 2 p.m. in Beaverton on December 4.
- There was brief discussion about the Council's options for filling a vacancy on the Council. Information was distributed to the Council

members. City Attorney Ramis noted that there are a range of choices for the Council to consider. This matter will be discussed further on December 16. Council members commented that they would like to wait until after the first of the year decide upon what should be done about the vacancy of the Mayor's position. A goal-setting session is scheduled for January 12, which may be one reason why Council members thought they might want to make a decision by that time if possible.

- City Manager Monahan advised that the Griffith family has requested that donations in memory of Mayor Griffith be made to the Tigard Skatepark. City Manager suggested that the Council review in late January some guidelines to give to the Skatepark Task Force regarding when the property would be available for the park and to obtain from the Skatepark a commitment about when they anticipate they would have completed their fundraising.

Council meeting recessed at 7:03

Council business meeting convened at 7:27 p.m.

Council President Dirksen called the meeting to order. He noted the passing of Mayor Jim Griffith on November 28, 2003. He asked for a moment of silence in memory of Mayor Griffith.

Council President Dirksen said he thought the Mayor would want the business of the City to move forward and he and the City Council proceeded to review the agenda items before them.

2. VISITOR'S AGENDA

- Tigard High School Student Envoy Angela Jensen gave a report on the activities at Tigard High School.

3. CONSENT AGENDA: Motion by Councilor Wilson, seconded by Councilor Sherwood, to approve the Consent Agenda as follows:

- 3.1 Approve Council Minutes for October 20, 21 and 28, November 4, 2003
- 3.2 Authorize the Issuance of a Limited Tax Improvement Bond for the Remaining Unpaid Assessments for the Dartmouth Street Local Improvement District – Resolution No. 03-63
- 3.3 Local Contract Review Board:
 - a. Award Three-Year Contract with JBI&K for Insurance Agent of Record Services
 - b. Award Contract to LRS Architects, Inc., for City Hall and Existing Library Facilities Remodel and Construction Oversight

- 3.4 Approve Budget Amendment No. 11 Transferring One Position from Network Services to Police and Adjusting Appropriations – Res. No. 03-64
- 3.5 Approve Continued Participation in the International Resource Cities Program – Resolution No. 03-65

The motion was approved by a unanimous vote of Council present:

Council President Dirksen	--	Yes
Councilor Moore	--	Yes
Councilor Sherwood	--	Yes
Councilor Wilson	--	Yes

4. &

5. PUBLIC HEARING (LEGISLATIVE) – BULL MOUNTAIN ANNEXATION PLAN (ZONE CHANGE ANNEXATION [ZCA] 2003-00003/ZONE CHANGE ANNEXATION [ZCA] 2003-00004/ZONE CHANGE ANNEXATION [ZCA] 2003-00005/ZONE CHANGE ANNEXATION [ZCA] 2003-00006)

ZONE CHANGE ANNEXATION (ZCA) 2003-00003, 2003-00004, 2003-00005, 2003-00006 BULL MOUNTAIN ANNEXATION PLAN

REQUEST: The City of Tigard is proposing to annex 1,378 acres of Washington County known as Bull Mountain through the annexation plan process. State law allows the City to annex territory within an urban growth boundary (UGB) pursuant to a detailed annexation plan, subject to voter approval. If the Tigard City Council approves the annexation proposal, it would set a date for the proposal to be placed on the ballot. **LOCATION:**

The unincorporated area is within the UGB. It is generally bounded on the north by Barrows Road, on the east by Tigard City limits, on the south by Beef Bend Road, and on the west partially by 150th Avenue and near Roy Rogers Road. For specific boundary, see vicinity map.

ZONE: The area includes R-4.5 (Low-Density Residential District; minimum lot size 7,500 square feet), R-7 (Medium-Density Residential District; minimum lot size 5,000 square feet), R-12 (Medium-Density Residential District; minimum lot size 3,050 square feet) and R-25 (Medium High-Density Residential District; minimum lot size 1,480 square feet). **APPLICABLE REVIEW CRITERIA:** The approval standards for annexations are set out in Community Development Code Chapter 18.320 and 18.390, Comprehensive Plan Policies 2 and 10; ORS Chapters 195.205 and 222; and Metro Code Chapter 3.09.

- a. Council President (Mayor Pro Tem) Dirksen opened both the annexation plan and ballot measure (see Item No. 5) hearings so that testimony could be taken on both items. Council President Dirksen advised the audience of guidelines for the public hearings noting that the intention was to hear the staff report and conduct the public hearing. The Council would not make a decision about the annexation plan tonight; the hearings would be continued to December 16, 2003.

- b. A staff report was given by Community Development Director Jim Hendryx, highlighted by a PowerPoint presentation, the presentation is on file with the City Recorder. Staff recommended approval of the Annexation Plan.

Council President Dirksen advised the audience that in light of citizen input received to date, the Council had discussed an option of postponing the ballot measure from March 2004 to November 2004. The interim months would be used to form subcommittees to review and respond to issues raised including questions about parks, police, street maintenance, engineering, etc. The subcommittees would include staff members from Tigard and Washington County and citizen representation from CPO4b. County Chair Tom Brian and County Commissioner Roy Rogers indicated they would lend their full cooperation and support to this review process and would be happy to provide staff services. If it is determined to place this issue on the ballot in November 2004, the current proposal would be that the area would not come in to the City in phases, but would be annexed all at once. One drawback is that the County was committed to collecting parks systems development charges once the City of Tigard had approved a ballot measure for an annexation plan. There is a question about whether the County would delay collecting these charges to coincide with the delay in the process referred to above.

Councilor Dirksen gave a brief review of guidelines for testimony asking that people limit testimony to three minutes; testimony should not be repeated.

There was discussion about the large number of people in attendance, including individuals who were in the lobby. It was determined that one of the lobby speakers was not working. The volume was turned up on the other lobby speaker so that people in the lobby could hear the proceedings. There was a request for a change in location of the hearing; however, City Attorney Ramis said the City has made a reasonable attempt to accommodate those attending the hearing; legal requirements were met. All people who signed up on the testimony sign-in sheets will be allowed to speak.

c. Public Testimony:

Proponent:

- Bob Meurisse, 14145 SW 164th Avenue, Tigard, Oregon spoke in favor of the annexation plan noting his belief that Bull Mountain residents should join the City of Tigard so that they would be paying for facilities and services provided by the City. He said it was imperative to incorporate the Bull Mountain area for a more sustainable overall sense of community.

Opponents:

- Stuart Byron, 15650 SW 133rd Avenue, Tigard, OR noted:
 - Concern about the way the development has occurred to date in the area, citing poor planning.
 - No tangible benefits from annexation have been identified for the Bull Mountain residents.
 - Codes should be changed for better planning purposes.
- Tom Jacobs, 14860 SW 139th, Tigard, OR noted:
 - Support of a city moratorium on building permits until the annexation plan is in action.
- LaVelle Day, 14055 SW High Tor, Tigard, OR noted:
 - Concerns about whether the ORS 195 process for annexation is the best process to be using for this situation.
 - Request that the annexation plan provide for controls in protection of views from properties.
 - Concerns about the one-year delay before the City would assume responsibility for roads and streets and questioned whether the City would be responsible for maintenance.
- Guy L. Haynes, 16269 SW O'Neill Ct., Tigard, OR noted:
 - Charged that the City is looking to annex Bull Mountain because it is a "plum" and the reason for annexing is to collect additional taxes from this area without a corresponding benefit to the Bull Mountain residents.
 - Services received from Washington County meet the needs of the residents.
 - Request that benefits of annexation for residents be specifically identified.
- Madalyn Utz, 14880 SW 133rd, Tigard, OR noted:
 - Concerns about the burden of higher taxes.
 - Notation that the Bull Mountain residents use the area's transportation system, but so does "half of Portland."
 - Referred to problems of Pacific Highway and lack of good planning.
 - Concerns about building density that is occurring.
 - Suggested a fee be charged to non-Tigard residents for the Library and parks.
 - Noted volunteer services given by Bull Mountain residents to Tigard causes.

- Concerns that this process has created an adversarial situation.
 - Concerns that the beauty of the area be protected.
 - Want of a government that cares for citizens and listens to citizens' concerns.
- Ellen Beilstein, 14630 SW 19th Avenue, Tigard, OR noted:
 - Desire to maintain the rural character on Bull Mountain.
 - Concern that comprehensive planning needs to be done with citizen participation.
 - Applauded the idea of forming subcommittees of staff and citizens to review the issues noted by residents about the Bull Mountain Annexation Plan.
 - Alice Ellis Gaut, 100947 SW Chateau Lane, Tigard, OR noted:
 - Her efforts with the "Take Back Tigard" group and charged that Tigard needs to take care of planning issues and update its code and comprehensive plan before looking to annex Bull Mountain area.
 - Ron Ellis Gaut, 10947 SW Chateau Lane, Tigard, OR noted:
 - Support for the delay to November to address questions and to use time for voter education.
 - Concern there has been no emphasis toward education City of Tigard voters.
 - Noted opposition because it feels like a hostile take over.
 - What benefits would there be for City of Tigard citizens should this annexation take place?
 - Virginia Dean, 14305 SW 144th, Tigard, OR noted:
 - She had at one time lived in the City of Tigard (1951) and lived there until the taxes began to increase, saying she believes the taxes were one-third less on Bull Mountain than they were when she was in Tigard.
 - Concerns that the trees around her are growing taller than they should be allowed.
 - Teddi Duling, 15421 SW 145th Terrace, Tigard, OR noted:
 - Sheriff's department has been responsive and is concerned that with annexation, there would be less police protection.
 - Jim Duling, 15421 SW 145th Terrace, Tigard, OR noted he concurred with earlier testimony.

- Lisa Hamilton-Treick, 13565 SW Beef Bend Road, Tigard, OR noted:
 - Community character and quality of life issues were not addressed.
 - Annexation Plan has been described as “adequate,” and “adequate” is not acceptable – should work towards “excellence.”
 - More citizen input is needed.
 - Noted appreciation of Council’s “genuine efforts” to look again at this issue.
- Todd Marshall, 14245 SW Bull Mountain Road, Tigard, OR noted:
 - He “likes the way it is now,” and doesn’t want anymore development.
 - Concurred with previous testimony.
 - Services for police and roads are now adequate.
- Julie Russell, 12662 SW Terra View, Tigard, OR noted:
 - Concerns with safety on Beef Bend Road and Bull Mountain Road and what plans would there be for capital improvements and when would these take place?
 - Concerns with the density of development that has taken place.
 - She is happy with the service the Sheriff’s office is giving the area.
 - Concerns about how the Alberta Rider School area will be allowed to develop.
- Tom Fergusson, 14850 SW 141st Avenue, Tigard, OR noted:
 - There are many areas in the City of Tigard that do not have contiguous sidewalks; Tigard needs to look at its own infrastructure.
 - A request for answers to questions such as: Will residents be required to hook up to sewers, pave gravel roads, construct sidewalks?
 - People are frustrated by the lack of control and want to have questions answered.
 - Does not want the Bull Mountain area to look like the rest of Tigard.
- Noel Bauer Stevens 15130 SW 141st Avenue, Tigard, OR noted:
 - Concurred with most of what previous speakers had said.
 - People get frustrated with lack of control and want to have their questions answered.
 - She does not want to have where she lives look like the City of Tigard.
- Richard Gaunt, 14875 SW 141st Avenue, Tigard, OR noted:
 - He concurred with many of the previous speakers.
 - He referenced an earlier meeting where he understood City of Tigard officials to say that nothing would happen on annexation without the approval of voters on Bull Mountain.
 - He does not want higher taxes.

- Ken Henschel, 14530 SW 144th Avenue, Tigard, OR noted:
 - Will there be any guarantees that tax dollars contributed by Bull Mountain would be spent on Bull Mountain? Suggested that in the first five years, all tax dollars generated by Bull Mountain be spent on Bull Mountain.
 - He agreed with many of the previous speakers' comments.
 - SDC's collected would take many years before there would be a chance to buy land for parks and there would be no guarantee that the dollars collected would be spent for parks on Bull Mountain.
 - Many people who live on Bull Mountain have performed community service for the city of Tigard.
 - Tigard residents are not paying a fee to use Bull Mountain roads.
- Holly Shumway, 14535 SW Woodhue Street, Tigard, OR noted:
 - Willing to wait for annexation until 2004 so that more planning could be done for park improvements on Bull Mountain.
 - Development is occurring at an alarming rate.
 - Thanked the City for what they have done with the County and indicated the need to reshape Tigard into a more livable city.
- G. Winterowd, 14749 SW Juliet Terrace, Tigard, OR noted:
 - Tigard is a great city known for accomplishments and listening to citizens. Past leaders have listened. 99% of Bull Mountain residents are against annexation.
 - Washington County has done an excellent job providing services; additional layers of government are not necessary.
- Wynne Wakkila, 15522 SW 141st Avenue, Tigard, OR noted:
 - Satisfied with services in Washington County; does not want to pay more taxes for something that is not needed.
 - Suggested that annexation of Bull Mountain would increase Tigard's tax revenue it collects by 50%.
 - Glad to be part of an unincorporated area.
- Steven C. Burke, 16147 SW Palermo Lane, Tigard, OR noted:
 - Wants more specificity; what has been presented is too vague.
 - Wants a ban on townhouses and row houses, noting that higher density development eventually declines in value.
 - Interested in serving on a subcommittee.
- Mary Deason, 14240 SW 144th Avenue, Tigard, OR noted:
 - Annexation would be of no benefit to her and suggested the City consider annexing the Metzger area.

- Keshmira McVey, 13525 SW Beef Bend Road, Tigard, OR noted:
 - The Annexation Plan lacks substance.
 - Urban services standards identifying levels of services to be provided have not been identified.
 - Fearful that all Bull Mountain residents would receive is higher taxes without corresponding benefits.
 - Pointed out that the north area identified in the Annexation Plan is in the Beaverton School District.
 - So far, it "feels like a hostile take over."
- Dick Franzke, 14980 SW 133rd, Tigard, OR noted:
 - Discussion of legal issues regarding the annexation method chosen by the City; suggested the annexation procedure be validated.
 - Request that people of Bull Mountain and City of Tigard be allowed to vote separately (double majority).
- Bruce Stobbe, resident of 14795 SW 144th Avenue, Tigard, OR noted:
 - Questioned when a citizen of Bull Mountain could run for a City Council position. (If annexation is effective July 1, 2004, Bull Mountain residents would be eligible to run for a Council position in November 2004, if they have lived in the Bull Mountain or Tigard area for at least one year prior to the election.)
 - Concerns about how growth has occurred.
 - Concerns about whether the City has the resources to take over responsibility for the roads.
 - Does not want to be annexed.
 - Supported waiting until November to place this matter before voters.
- Tom August, 15707 SW Bristlecone Way, Tigard, OR noted:
 - Has TriMet service to the area been addressed?
 - Where would the park land be located?
 - Advised his contact with the City of Tigard was a negative experience and related to a time when he was cleaning up his yard.
- Gary Stevens, 15120 SW 141st Avenue, OR noted:
 - He has been a resident of the area for 25 years.
 - Concerned that there has been a lack of coordination between the City and County. Disappointed with the County with regard to the collection of parks system development charges.
 - Concern about availability and cost of land remaining for parks.
 - Looks like a tax grab; what planning has been done to provide for livability?

- Glen Kaufman, 15250 SW Bull Mountain Road, Tigard, OR noted:
 - Dissatisfaction with police response time from the City of Tigard.
 - Doesn't agree with "completing our community" statement and questioned what was incomplete for Tigard and Bull Mountain?
 - Lack of consistency because Council identified a phased-in approach and now may consider annexing the area all at once.
 - Appears that the only value will be for additional taxes for Tigard.
- Jim Fisher, 13883 SW 159th, Tigard, OR noted:
 - This action can be likened to a marriage and said that a plan is needed that shows how Tigard and Bull Mountain residents will benefit.
- Bob Rohlf, 12430 SW North Dakota, Tigard, OR noted:
 - Acknowledged Council members for their willingness to proceed with this meeting after their "profound loss" with the passing of Mayor Griffith.
 - Questioned why there were no citizens from the City of Tigard present to give their views? Has this annexation plan been explained adequately to the Tigard residents?

At the conclusion of the public testimony, the Council decided to proceed as follows:

- The Bull Mountain Annexation Plan and Proposed Ballot Title public hearings were continued to December 16, 2003, 7:30 PM, Tigard City Hall, Town Hall, 13125 SW Hall Blvd, Tigard, OR.
- The Council closed the oral public testimony segment of the hearing.
- The Council will accept written public testimony that is delivered to City Recorder Cathy Wheatley by noon on Thursday, Dec. 11, 2003.
- The hearing has progressed to the Council consideration segment of the hearing and the Council will consider the Bull Mountain agenda item during the December 16 Council meeting.

5. PUBLIC HEARING ON A BALLOT MEASURE FOR THE MARCH 9, 2004 ELECTION FOR A MEASURE EXPANDING THE TIGARD CITY LIMITS BY PHASED ANNEXATION (Note: This agenda item was combined with Agenda Item No. 4 above.)
6. ADJOURNMENT: 10:18 p.m.

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

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COUNCIL MINUTES TIGARD CITY COUNCIL MEETING December 16, 2003

The meeting was called to order at 6:28 p.m. by Mayor Pro Tem Dirksen.

- STUDY SESSION

- > ADMINISTRATIVE ITEMS

- City Manager Monahan detailed revisions to the agenda.
 - Mr. Monahan noted two members of the Library Board would testify on the visitor's agenda regarding the board's support of the library policies to be considered on the consent agenda.
 - Mr. Monahan asked the Council what it would like to do with two pieces of written testimony on Bull Mountain annexation received after the noon, December 11, 2003 deadline. Councilor Moore asserted the Council should not make exceptions to the deadline. After brief discussion, Council consensus was they may read and consider the testimony, but it would not become part of the record.

- > QUARTERLY MEETING – BUDGET COMMITTEE

Budget Committee members in attendance: Forrest Nabors, Mayor Pro Tem Dirksen, Councilors Moore, Sherwood and Wilson, and Mark Mahon (alternate).

Finance Director Prosser stated the city was beginning its internal budget process. He presented three bar graph displays, depicting various budget scenarios.

The initial graph, from the end of the budget process last year, shows the city shortfall at \$1.2 million in FY 2007-08.

The second graph, an "unedited" forecast of what city departments are requesting over the next five years, shows a city shortfall of \$3 million in FY 2006-07. The earlier and more drastic shortfall stems from a request for 39 additional staff positions; 26 of which are requested in FY 2004-05.

The final graph, an "edited" forecast, shows a city shortfall of \$1 million in 2007-08. In this version, most of the new positions requested in the second graph were eliminated. Only a few of the positions requested in graph two

remain, and the majority of these are tied to staffing the new library. Budget cuts made this year, primarily related to training, were not restored. All departments feel their training budgets are not adequate. Potential revenues from the Bull Mountain annexation were not factored into the graphs.

Mr. Prosser described the highlights of two handouts entitled "Budget Strategies/Guidelines" and "City of Tigard FY 2004-05 Budget Calendar."

Mr. Prosser asked the Council how they would like to approach advertising of social service and community sponsored events funding. In the past, the Budget Committee set a target of .5% of the operating budget allocated to such grants. This formula would result in \$135,600 this year. Last year's total was \$134,700, with actual funding at about \$125,000. The advertising approach selected should take into account the level of available funding.

The criteria and guidelines for awarding the grants were discussed briefly. It was noted the grant funds come directly from the city's general fund.

Councilor Moore suggested the committee go through the process of seeking applicants, but said the committee would not make promises about the availability of funds. Mayor Pro Tem Dirksen said he didn't think the city needed to seek out new applicants, and Councilor Moore agreed. Based upon the committee's discussion, Mr. Prosser asked if the committee wished to advertise the grant application process to those organizations and groups that had applied for funds in the past, even if they were not funded. Mr. Mahon expressed his support of this approach. By not soliciting applications from a broader audience, Mr. Mahon stated this approach would be less likely to create false expectations about the availability of grant funds.

It was decided the representative on the grant review subcommittee would be discussed when the Council reviews the liaison list later in the meeting. Mr. Nabors agreed to be the serve in Mr. Woodruff's place on the subcommittee, should Mr. Woodruff be unable to serve.

Mr. Prosser reviewed the Budget Committee meeting calendar and timelines for the 2004-05 budget. He noted the committee may need to have an additional meeting on May 24, 2004 should the WCCLS levy fail.

> **PARK RESERVATION UPDATE – INITIATING AN ON-LINE PARKS RESERVATION SERVICE**

Assistant Public Works Director Koellermeier and Parks Manager Plaza asked for Council direction on implementing an online parks reservation system. Mr. Plaza presented a PowerPoint presentation which is on file in the City Recorder's office.

Council consensus was to proceed with the online park reservation system and the Council raised no objections to offering a five dollar discount to those using the reservation system in the first year.

> **ADMINISTRATIVE ITEMS**

- Documents relating to the Bull Mountain annexation were discussed:
 - City Attorney Ramis summarized the December 12, 2003 memos from his office regarding Tigard/Bull Mountain and Urban Service Provider Annexation.
 - A "Resolution of Intent" was distributed and discussed for possible consideration at tonight's meeting.
 - The memo regarding possible White Paper Task Forces was discussed. Sample task force areas of focus included in the memo were streets, parks and sheriff/police services. City Manager Monahan suggested other possible task forces might concentrate on:
 - comprehensive planning
 - water facilities and the future of the Tigard Water District
 - streetlights
 - a comparison of city and county services

Councilor Wilson asked what the goal of having task forces prepare white papers would be. He expressed concern this approach may lead participants to believe task force recommendations will be incorporated into the plan. Mr. Monahan stated the intent of creating the task forces was to generate a more realistic assessment of what will happen, not to modify the annexation plan. Councilor Wilson added he didn't want to be restricted to only addressing Bull Mountain issues and miss an opportunity to work on citywide problems.

Mayor Pro Tem Dirksen distributed the proposed motions.

- Mr. Monahan proposed the discussion of Council Vacancy Option Review be addressed after the business meeting is concluded.
- Community Development Director Hendryx updated the Council on an issue with Bretton Woods. A demolition permit was issued to the developer. The connection between the demolition permit and the subdivision was not identified and the developer performed the demolition without proper erosion control and tree protection. A "stop work order"

was issued on the site. There was concern about contaminants on the site and the developer was authorized to remove an oil tank, pump water from the foundation and remediate contaminated soil, with the condition that full fencing and a tree preservation plan was in place for the disturbed area. The plan was reviewed by the City Arborist.

No further action will occur on the site until the developer's arborist submits a detailed report on the damage to the existing trees. The City Arborist will review this report and the situation will be reevaluated. A penalty may be imposed.

- Mr. Monahan proposed the discussion about the Urban Renewal Workshop be addressed after the business meeting is concluded.
- Mr. Monahan noted Mayor Pro Tem Dirksen is scheduled to attend the coffee talk on December 18, 2003, but has a conflict. Councilor Sherwood offered to attend, and Councilor Wilson will be her back-up if she is unable to attend. The status of future coffee talks will be considered at a later time.
- EXECUTIVE SESSION: No executive session was held.

Council meeting recessed at 7:25

Council business meeting convened at 7:32 p.m.

1. BUSINESS MEETING

- 1.1 Mayor Pro Tem Dirksen called the meeting to order.
 - 1.2 Roll Call: Mayor Pro Tem Dirksen, Councilors Moore, Sherwood and Wilson
 - 1.3 Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports: None
 - 1.5 Call to Council and Staff for Non-Agenda Items
- City Manager Monahan noted there was a revised agenda with the following:
- Addition of Planning Commission Appointments
 - Addition of Tree Board Appointments

- > Mayor Pro Tem Dirksen issued a proclamation and recognized the Tigard High School Football Team as 2003 State Champions

2. VISITOR'S AGENDA

- Suzan Turley and Jan Thenell from the Library Board stated the library policies the Council would consider under agenda item 3.4 had been carefully reviewed by the board and the city attorney's office.

3. **CONSENT AGENDA:** Motion by Councilor Sherwood, seconded by Councilor Moore, to adopt the Consent Agenda as follows:

- 3.1 Approve Council Meeting Minutes: November 19, 2003
- 3.2 Approve the Dedication of a Portion of Right-of-Way Along Hall Boulevard to the Oregon Department of Transportation
- 3.3 Local Contract Review Board:
 - a. Approve Changes to the Pavement Major Maintenance Program Contract with S-2 Contractors Inc.
 - b. Approve Amendment to the Hall Boulevard/Wall Street Intersection Project Contract with DeHaas & Associates and Authorize Additional Amendments
- 3.4 Approve Proposed Library Policies and Procedures

The motion was approved by a unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

4. **CONTINUATION OF PUBLIC HEARING (LEGISLATIVE) – BULL MOUNTAIN ANNEXATION PLAN (ZONE CHANGE ANNEXATION [ZCA] 2003-00003/ZONE CHANGE ANNEXATION [ZCA] 2003-00004/ZONE CHANGE ANNEXATION [ZCA] 2003-00005/ZONE CHANGE ANNEXATION [ZCA] 2003-00006)**

ZONE CHANGE ANNEXATION (ZCA) 2003-00003, 2003-00004, 2003-00005, 2003-00006 BULL MOUNTAIN ANNEXATION PLAN

REQUEST: The City of Tigard is proposing to annex 1,378 acres of Washington County known as Bull Mountain through the annexation plan process. State law allows the City to annex territory within an urban growth boundary (UGB) pursuant to a detailed annexation plan, subject to voter approval. If the Tigard City Council approves the annexation proposal, it would set a date for the proposal to be placed on the ballot. **LOCATION:** The unincorporated area is within the UGB. It is generally bounded on the north by Barrows Road, on the east by Tigard City limits, on the south by Beef Bend Road, and on the west partially by 150th Avenue and near Roy

Rogers Road. For specific boundary, see vicinity map. **ZONE:** The area includes R-4.5 (Low-Density Residential District; minimum lot size 7,500 square feet), R-7 (Medium-Density Residential District; minimum lot size 5,000 square feet), R-12 (Medium-Density Residential District; minimum lot size 3,050 square feet) and R-25 (Medium High-Density Residential District; minimum lot size 1,480 square feet). **APPLICABLE REVIEW CRITERIA:** The approval standards for annexations are set out in Community Development Code Chapter 18.320 and 18.390, Comprehensive Plan Policies 2 and 10; ORS Chapters 195.205 and 222; and Metro Code Chapter 3.09.

- a. Continue Public Hearing from December 2, 2003
- b. Staff Report – presented on December 2, 2003
- c. Public Testimony - concluded on December 2, 2003
- d. Staff Recommendation
- e. Council Discussion

Mayor Pro Tem Dirksen noted oral testimony had been concluded on December 2, 2003. Written testimony was accepted through noon on December 11, 2003, and had been received and reviewed by the Council.

Councilor Moore commented it was apparent more homework needed to be done and additional information and input gathered. He proposed taking no action on the annexation plan.

Councilor Wilson concurred, adding there were still concerns to be addressed and he supported delaying a decision pending more information.

Councilor Sherwood also supported taking no action.

Motion by Mayor Pro Tem Dirksen, seconded by Councilor Moore, to take no action on the annexation plan as proposed, with the intent to revisit the issue after July 1, 2004, upon potential revision or addition to the annexation plan.

The motion was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

Motion by Mayor Pro Tem Dirksen, seconded by Councilor Moore, to direct staff to form subcommittees, with this Council as the overall committee, for

the purpose of considering several issues surrounding the annexation plan, to include but not be limited to:

- Parks
- Police
- Library
- Planning
- Capital Improvements
- Street Maintenance

The subcommittees will each consist of at least one member each from:

1. the appropriate department staff from the City of Tigard
2. their appropriate counterpart from Washington County
3. at least an equal number of private citizens to be chosen from those who are active in CPO4B or CPO4M, with at least one member each from the area of annexation and from the city limits of Tigard.

Each subcommittee is to be charged with considering their assigned issue and producing a white paper of recommendations to be attached to the annexation plan; that white paper to be completed and submitted to this Council on or before June 30, 2004. The Council would then review, make changes if necessary, and approve as an appendix to the annexation plan.

Discussion

Councilor Wilson clarified the subcommittees would gather information, but it was the Council's job to evaluate the information presented in the white papers and then prepare a final recommendation.

The motion was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

Community Development Director Hendryx advised Council of the timeline for placing the ballot measure on the November 2004 ballot. This will impact the amount of time the Council has to review the white papers.

Mayor Pro Tem Dirksen concluded this item.

5. CONTINUATION OF PUBLIC HEARING ON A BALLOT MEASURE FOR THE MARCH 9, 2004 ELECTION FOR A MEASURE EXPANDING THE TIGARD CITY LIMITS BY PHASED ANNEXATION

- a. Continue Public Hearing from December 2, 2003
- b. Staff Report - presented on December 2, 2003 (combined with the Annexation Plan Public Hearing)
- c. Public Testimony - concluded on December 2, 2003
- d. Staff Recommendation
- e. Council Discussion

Motion by Councilor Moore, seconded by Councilor Wilson, to not take action on the resolution placing the annexation plan on the March 9, 2004 ballot.

The motion was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

Motion by Mayor Pro Tem Dirksen, seconded by Councilor Wilson, to pass a Resolution of Intent, stating that the city is committed to placing the Bull Mountain Annexation Plan on the November 2, 2004 ballot, pending the completion of the tasks discussed earlier.

Mayor Pro Tem Dirksen added this would put the city in compliance with a county resolution, so park System Development Charges could be collected.

Mayor Pro Tem Dirksen read the Resolution of Intent, Resolution No. 03-66, A RESOLUTION DIRECTING STAFF TO HOLD A PUBLIC HEARING IN JULY, 2004 ON THE BULL MOUNTAIN ANNEXATION PLAN AND PLACE THE BALLOT MEASURE BEFORE THE ELECTORATE IN NOVEMBER, 2004 .

The resolution was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

Mayor Pro Tem Dirksen concluded this item.

6. PUBLIC HEARING (QUASI-JUDICIAL) – PUBLIC RIGHT-OF-WAY STREET VACATION FOR 74th AVENUE AT LANDAU STREET (VAC 2003-00001)

The Tigard City Council considered the proposed vacation involving 3,241 square feet of public right-of-way that lies to the northwest of the SW 74th Avenue/Landau Street intersection.

The reason for the vacation request is the Tigard Transportation System Plan indicates that SW 74th Avenue is to meet SW Landau Street at a 90 degree angle. To facilitate the realignment of SW 74th Avenue, the applicant has secured a right-of-way dedication agreement with the adjacent property owners to the east.

With the successful vacation of the requested right-of-way, the subject square footage would be incorporated into the proposed parcels of the recently submitted Weigela Terrace Subdivision; however, the proposed lots of the subdivision can meet minimum standards for the R-4.5 zoning and do not need the square footage that would be added to those lots upon approval of the requested vacation.

The request was filed with the City on July 11, 2003 and initiated by the City Council at the request of the applicant on October 28, 2003.

Community Development Director Hendryx presented the staff report and relayed that staff recommended approving the vacation.

- a. Open the Public Hearing
Mayor Pro Tem Dirksen opened the public hearing.

- b. Declarations or Challenges
Mayor Pro Tem Dirksen read the following:

Do any members of Council wish to report any ex-parte contact or information gained outside the hearing including any site visits?
Councilor Moore advised he was familiar with the intersection.

Have all members familiarized themselves with the application?
All members indicated they were familiar with the application.

Are there any challenges from the audience pertaining to the Council's jurisdiction to hear this matter or is there a challenge on the participation of any member of the Council?
There were no challenges.

- c. Public Testimony

Mayor Pro Tem Dirksen read the following:

For all those wishing to testify, please be aware that failure to raise an issue accompanied by statements or evidence sufficient to afford the Council and parties an opportunity to respond to the issue will preclude an appeal to the Land Use Board of Appeals on this issue. Testimony and evidence must be directed toward the criteria described by staff or other criteria in the plan or land use regulation which you believe apply to the decision.

There was no public testimony.

- d. Council Questions
There was no discussion.
- e. Close Public Hearing
Mayor Pro Tem Dirksen closed the public hearing.
- f. Council Consideration:
Motion by Councilor Wilson, seconded by Councilor Sherwood, to adopt Ordinance No. 03-11.

Ordinance No. 03 - 11, AN ORDINANCE CONCERNING THE VACATION OF AN APPROXIMATELY 3,241 SQUARE FOOT PORTION OF PUBLIC RIGHT-OF-WAY BETTER KNOWN AS SW 74TH AVENUE WHICH LIES AT THE NORTHWEST CORNER OF SW 74TH AVENUE AND LANDAU STREET, IN THE CITY OF TIGARD, WASHINGTON COUNTY, OREGON, (VAC2003-00001).

The ordinance was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

7. CONSIDER AN AGREEMENT GRANTING THE CITY MEMBERSHIP ON THE JOINT WATER COMMISSION (JWC)

- a. Staff Report
Public Works Director Wegner and Assistant Public Works Director Koellermeier provided background information on this item. Mr. Koellermeier relayed King City, Durham and the Tigard Water Board all endorsed membership on the commission. Mr. Koellermeier explained the city would be

leasing water from another jurisdiction with water rights. Actual water rights may come in the future. The commission is not asking for a membership fee, and the cost of the water purchased will be less than the city is currently paying to the City of Portland. If the agreement is approved by the Council and subsequently the JWC, the city should be able to participate in the JWC's April meeting.

b. Council Discussion

Councilor Moore added the agreement brings the city one step closer to owning a water source. Mr. Wegner advised signing this agreement did not prevent the city from pursuing other options.

c. Motion by Councilor Moore, seconded by Councilor Sherwood, to authorize the Mayor Pro Tem to sign the agreement granting the city membership to the Joint Water Commission.

Mr. Wegner interjected that the exact wording of the agreement may be changed and asked the Council to grant the Mayor Pro Tem the authority to sign the agreement after it is finalized. City Attorney Ramis added if any of the changes were substantial, the agreement would be brought back to the Council.

Amended motion by Councilor Moore, seconded by Councilor Sherwood, to authorize the Mayor Pro Tem to sign the agreement after final changes are made.

The motion was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

15. NON-AGENDA items were considered at this time (out of sequence on the Agenda; Item No. 8 was considered after this item).

Mayor Pro Tem Dirksen summarized and read the resolution appointing members to the Planning Commission.

Council Consideration:

Motion by Councilor Wilson, seconded by Councilor Sherwood, to adopt Resolution No. 03-67.

Resolution 03-67, A RESOLUTION OF THE TIGARD CITY COUNCIL REAPPOINTING MARK PADGETT, AND APPOINTING REX CAFFALL TO THE PLANNING COMMISSION AND APPOINTING KATHERINE MEADS AS THE ALTERNATE TO THE PLANNING COMMISSION.

The resolution was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

Appointee Mark Padgett expressed his appreciation at being reappointed to the Planning Commission. He inquired whether the Planning Commission's alternate member was eligible to serve as a liaison for the commission. City Attorney Ramis said he would look into the matter. City Manager Monahan added the requirements of the committee upon which the liaison is to serve may specifically require a Planning Commission member.

Councilor Moore acknowledged Mr. Padgett for his past leadership on the Planning Commission.

Mayor Pro Tem Dirksen summarized the resolution appointing members to the Tree Board.

Council Consideration:

Motion by Councilor Wilson, seconded by Councilor Sherwood, to adopt Resolution No. 03-68.

Resolution 03-68, A RESOLUTION OF THE TIGARD CITY COUNCIL APPOINTING ROBERT CANCELOSI TO THE TREE BOARD AND APPOINTING JIM BRAY AS FIRST ALTERNATE AND COLIN PENNO AS SECOND ALTERNATE TO THE TREE BOARD.

The resolution was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

8. CONSIDER APPROVAL OF THE PROPOSED CITY OF TIGARD/TRIMET
MEMORANDUM OF UNDERSTANDING (MOU)

a. Staff Report

Community Development Director Hendryx provided background information on this item. He stated the MOU lays the foundation for further work with TriMet and identifies TriMet and city responsibilities in developing a cooperative agreement regarding expectations about service delivery and improvements.

b. Council Discussion

Councilor Moore stated the Council had been working to improve mass transit within the city for a long time and he was excited to see progress on this issue. Councilor Wilson asserted the agreement was "wimpy." He continued by saying that at a recent meeting, Mr. Hansen, TriMet General Manager, had not been completely forthright about federal problems with the commuter rail project. Councilor Wilson said TriMet's interest seems to focus on large capital projects, not bus service. He was expecting a stronger commitment than was documented in the agreement. Councilor Moore agreed with Councilor Wilson's assessment, but suggested the city should approve the agreement because it would be a step in the right direction.

There was a brief discussion about rejecting the MOU.

Mayor Pro Tem Dirksen commented the addition of the Local Area Plan lends some strength to the agreement. He stated the MOU represented an improvement in the city's relationship with TriMet. Councilor Sherwood concurred.

- c. Motion by Councilor Moore, seconded by Councilor Sherwood, to approve the City of Tigard/TriMet Memorandum of Understanding and authorize the Mayor Pro Tem to sign it.

The motion passed by a majority vote (one abstention):

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Abstained

9. PUBLIC HEARING TO CONSIDER ACCEPTING THE 2003 LOCAL LAW ENFORCEMENT BLOCK GRANT AND APPROVING THE SPENDING OF FUNDS

a. Open Public Hearing

Mayor Pro Tem Dirksen opened the public hearing.

b. Summation by Police Staff

Police Chief Dickinson described the procedure required to qualify for these federal grant funds and explained how the money would be spent.

Councilor Sherwood left the meeting.

There was a brief discussion with the City Attorney and City Manager on whether and how to proceed in Councilor Sherwood's absence. The Council decided to continue.

c. Public Testimony

There was no public testimony.

Councilor Sherwood returned to the meeting.

d. Staff Recommendation

Police Chief Dickinson recommended accepting the grant and authorizing the spending of funds.

e. Motion by Councilor Moore to accept the grant and approve the spending of funds.

f. Close Public Hearing

Mayor Pro Tem Dirksen closed the public hearing.

Councilor Wilson seconded Councilor Moore's motion.

The motion was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

10. CONSIDER A RESOLUTION APPROVING BUDGET AMENDMENT #12 TO THE FISCAL YEAR 2003-2004 BUDGET TO ACCEPT AND EXPEND LOCAL LAW ENFORCEMENT BLOCK GRANT FUNDS

- a. Staff Report
Police Chief Dickinson stated this budget amendment would make the adjustment necessary to allow the city to accept the grant funds approved in item #9 and go forward with expenditures.
- b. Council Discussion
There was no discussion.
- c. Council Consideration:
Motion by Councilor Wilson, seconded by Councilor Sherwood, to adopt Resolution No. 03-69.

Resolution No. 03 – 69, A RESOLUTION APPROVING BUDGET AMENDMENT #12 TO THE FY 2003-04 BUDGET TO ACCEPT AND EXPEND LOCAL LAW ENFORCEMENT BLOCK GRANT FUNDS

The resolution was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

11. CONSIDER AN ORDINANCE AMENDING CHAPTER 11.08 OF THE TIGARD MUNICIPAL CODE PERTAINING TO BURGLARY AND ROBBERY ALARM SYSTEMS

- a. Staff Report
Police Chief Dickinson described some of the proposed changes to the code.
- b. Council Discussion
There was no discussion.
- c. Council Consideration:
Motion by Councilor Wilson, seconded by Councilor Moore, to adopt Ordinance No. 03-12.

Ordinance No. 03-12, AN ORDINANCE OF THE CITY OF TIGARD, OREGON, AMENDING CHAPTER 11.08 OF THE TIGARD MUNICIPAL CODE TO REDUCE THE NUMBER OF FALSE REPORTS ALLOWED FROM BURGLARY OR ROBBERY ALARMS WITHOUT CORRECTIVE ACTION AND PENALTY.

The ordinance was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

12. CONSIDER AN ORDINANCE AMENDING CHAPTER 10.36 OF THE TIGARD MUNICIPAL CODE PERTAINING TO BICYCLES AND ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES

- a. Staff Report
Police Chief Dickinson described some of the proposed changes to the code. The proposed amendments result from changes in the Oregon Revised Statutes relating to electric personal assistive mobility devices.
- b. Council Discussion
There was no discussion.
- c. Council Consideration:
Motion by Councilor Wilson, seconded by Councilor Moore, to adopt Ordinance No. 03-13.

Ordinance No. 03-13, AN ORDINANCE AMENDING TMC 10.36 BICYCLES.

The ordinance was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

13. CONSIDER ACCEPTING THE DEDICATION OF APPROXIMATELY 2.93 ACRES OF PROPERTY BY FANNO POINTE, L.L.C. FOR USE AS OPEN SPACE OR GREENWAY

a. Staff Report

Parks Manager Dan Plaza introduced this item. Fanno Pointe, L.L.C. has offered to dedicate a portion of its property, not eligible for development, to be used as greenway or open space. Mr. Plaza explained the approximately three acre parcel lies to the south of the new library site and will enable the extension of Fanno Creek trail. At the request of the city, Fanno Pointe has agreed to spray the site for noxious weeds.

b. Council Discussion

City Manager Monahan noted acceptance of the property would impact the library's access drive and the future overflow parking lot. Mayor Pro Tem Dirksen commented it was "good news" for the city to receive a piece of property that compliments the city's existing plans.

c. Motion by Councilor Sherwood, seconded by Councilor Moore, to accept the dedication of approximately 2.9 acres of property by Fanno Pointe, L.L.C.

The motion was approved by unanimous vote:

Mayor Pro Tem Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Sherwood	-	Yes
Councilor Wilson	-	Yes

14. COUNCIL LIAISON REPORTS: None.

15. NON AGENDA ITEMS: See above; considered between Item Nos. 7 and 8.

16. EXECUTIVE SESSION: No executive session was held.

Council business meeting recessed at 8:43 p.m.
Council meeting resumed at 8:48 p.m.

- STUDY SESSION continued

- > ADMINISTRATIVE ITEMS continued

- Councilor Sherwood reported an Affordable Housing Symposium would take place on January 29, 2004. The symposium is through the Vision Action Network, and Councilor Sherwood encouraged a city representative to attend.
- Mayor Pro Tem Dirksen and Community Development Director Hendryx informed the Council of an Urban Renewal workshop slated for January 21, 2004, from 7 to 9 p.m. at the Beaverton Library. Washington County and cities along the commuter rail route will be considering methods to create urban renewal opportunities along the corridor. The downtown urban renewal project was discussed in light of the county effort.

- > COUNCIL VACANCY OPTION REVIEW

The Council, City Manager Monahan and City Attorney Ramis discussed various options to fill the vacancy created by Mayor Jim Griffith's death. General consensus was to give Mayor Pro Tem Dirksen time to decide if he would be willing to serve as Interim Mayor through December, 2004. A mayoral election would be held in November, 2004, and the person chosen in the election would begin serving Mayor Griffith's remaining term in January, 2005. Mayor Pro Tem Dirksen would be required to resign from his position as Councilor, should he accept an appointment as Interim Mayor. The Council also talked about the selection process and appointment of a new Councilor. The ramifications of three Council vacancies on the November, 2004 ballot were discussed. The Council chose to continue its discussion of this matter at its January 13, 2004 meeting. The Council will also need to appoint a new Council President at that meeting.

The Council discussed liaison appointments. The following is a list of changes/updates to the list.

Committee Name:	Assigned To:
Budget Subcommittee	Open
Community Development Block Grant Policy Advisory Board	Sydney Sherwood

Mayor's Appointment Advisory Committee	Mayor Pro Tem Dirksen and Brian Moore (thru 2003). Sydney Sherwood will replace Brian Moore for 2004.
Metro Technical Advisory Committee	Brian Moore will attend if staff determines there is a critical issue. Otherwise staff will attend.
Metro Policy Advisory Board	Mayor was appointed as an alternate. City Manager Monahan will solicit other cities to consider filling the position with another Tigard Councilor. Nick Wilson volunteered to serve if appointed.
Tigard Chamber of Commerce	Mr. Monahan noted Public Works Director Wegner was serving as the city's representative for 2003.
Washington County Coordinating Committee	Nick Wilson
Mayor's Meeting of City and Elected Officials	Mr. Monahan will see if another city would be willing to take this over.
Tualatin Basin Natural Resource Coordinating Committee	Nick Wilson
Blue Ribbon Task Force	Council requests a letter be sent to members temporarily postponing meetings.
Youth Forum	Council directed the forum continue.

Mayor Pro Tem Dirksen proposed a representative from the Youth Advisory Council serve as an ex-officio member on the City Council. Mr. Monahan stated such a proposal was evolving from within the youth council.

> ADMINISTRATIVE ITEMS continued

- City Manager Monahan distributed a handout from the city's web page on the Skatepark Task Force. The article mentions "considering a name for the park." Mr. Monahan suggested the Council meet with Mr. Carlson and the task force in January to discuss when the property might be available and

to confirm previous commitments and responsibilities related to the park. The Council may be asked to solicit donations for the skatepark fund. Mayor Pro Tem Dirksen noted he had learned about less expensive materials used in skatepark construction at a recent conference. Councilor Sherwood added something needed to be done to get people energized about the park.

The meeting adjourned at 9:58 p.m.

Greer A. Gaston, Deputy City Recorder

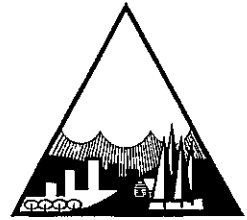
Attest:

Mayor Pro Tem, City of Tigard

Date: _____

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MEMORANDUM CITY OF TIGARD, OREGON



TO: Mayor and Council
FROM: Cathy Wheatley
DATE: January 6, 2004
SUBJECT: Three-Month Council Calendar

Regularly scheduled Council Meetings are marked with an asterisk (*).

January

1	Thurs	New Year's Day Holiday – City Offices Closed
12	Mon	Special Meeting – 1 p.m., Tigard Water Building Auditorium Goal Setting Meeting
13 *	Tues	Council Meeting – 6:30 p.m., Town Hall Business Meeting with Study Session
19	Mon	Martin Luther King, Jr. Day Holiday – City Offices Closed
20*	Tues	Council Workshop Meeting – 5 p.m., Town Hall
21	Wed	Urban Renewal Workshop – 7 p.m., Beaverton Library
27 *	Tues	Council Meeting – 6:30 p.m., Town Hall Business Meeting with Study Session

February

10*	Tues	Council Meeting – 6:30 p.m., Town Hall Business Meeting with Study Session
16	Mon	President's Day Holiday – City Offices Closed
17 *	Tues	Council Workshop Meeting – 6:30 p.m., Town Hall
24 *	Tues	Council Meeting – 6:30 p.m., Town Hall Business Meeting with Study Session

March

9*	Tues	Council meeting – 6:30 p.m., Town Hall Business Meeting with Study Session
16*	Tues	Council Workshop Meeting – 6:30 p.m., Town Hall
23*	Tues	Council meeting – 6:30 p.m., Town Hall Business Meeting with Study Session

Tigard City Council Tentative Agenda 2004

Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Televised: Attorney Attends:	January 20, 2004 Workshop/5:00 p.m. City Hall January 6, 2004 January 5, 2004 January 2, 2004 No No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Televised: Attorney Attends:	January 27, 2004 Business/6:30 p.m. City Hall January 13, 2004 January 12, 2004 January 9, 2004 Yes No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Televised: Attorney Attends:	February 10, 2004 Business/6:30 p.m. City Hall January 27, 2004 January 26, 2004 January 23, 2004 Yes Yes
		Study Session		Study Session	
Transportation Strategic Planning NOTE: THIS MEETING IS NOW A STRATEGIC PLANNING WORKSHOP NO OTHER ITEMS TO BE SCHEDULED. ALSO NOTE CHANGE IN MEETING TIME - STARTS AT 5 PM		Councilor Moore will be absent. New Library Report - Margaret (Placeholder) Executive Session - Labor Relations - Sandy - 30 min Skatepark Committee Update - Rich Carlson - 15 min			
		Consent Agenda		Consent Agenda	
		LCRB - Award Bid for ASR Production Well and Test Well - Brian R.			
		Business Meeting		Business Meeting	
		Council Goal Update (Craig Dirksen) New Library Update - PPT- Margaret - 15 min Annual Review of the Community Assessment Program - Liz - 30 min Clean Water Services Annexation - QJPH - ORD - Matt S. - 15 min. Temporary A-Frames in Residential Zones Sign Code Amendment - Morgan Billboards & Freestanding Freeway Oriented Signs Code Amendment - Brad - 20 min. Finalize Bull Mountain Annexation Plan - Formation of Subcommittees - Jim - 20 min. Amend Engineering Design Services Contract on the 121st Avenue Improvement Project - Gus/ Vannie - 10 min (LCRB)		New Library Update - Margaret - 15 min. (Standing Item - first meeting of month scheduled 12-22-03) Update on WCCLS Operational Levy - May '04 - Margaret - 10 min. Council Vacancy Discussion Update on the Youth Advisory Council	

Agenda Item No. 113.04
 Council Meeting of

Tigard City Council Tentative Agenda 2004

Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Televised: Attorney Attends:	February 17, 2004 Workshop/6:30 p.m. City Hall February 3, 2004 February 2, 2004 January 30, 2004 No No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Televised: Attorney Attends:	February 24, 2004 Business/6:30 p.m. City Hall February 10, 2004 February 9, 2004 February 6, 2004 Yes No	Meeting Date: Meeting Type/Time: Location: Greeter: Materials Due @ 5: Bid Opening Deadline: Scan Deadline @ noon: Televised: Attorney Attends:	March 9, 2004 Business/6:30 p.m. City Hall February 24, 2004 February 23, 2004 February 20, 2004 Yes Yes
		Study Session			
Urban Growth Boundary Areas Concept Planning - Duane - 25 min Code Compliance Update - Dick - 40 min Proposed Capital Improvement Projects for FY 2004-05 - Gus - 20 min Interim Council Member Interviews - Cathy - 90 min		Review Community Event Grant Applications - Craig P. - 30 min			
		Consent Agenda		Consent Agenda	
		Business Meeting		Business Meeting	
		Sen Burdick - 45 min - Cathy Set Street Maintenance Fee Rates - PH - RES - Gus - 20 min		New Library Update - Margaret - 15 min. (Standing Item - first meeting of month scheduled 12-22-03) Appoint Council Member - RES - Cathy - 10 min Oath of Office - New Council Member - Cathy 5 min	

AGENDA ITEM # _____
FOR AGENDA OF January 13, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Award of Contract for an On-line Lien Search System

PREPARED BY: Michelle Wareing mw DEPT HEAD OK CP CITY MGR OK mw

ISSUE BEFORE THE COUNCIL

Shall the Local Contract Review Board approve the contract award for an On-line Lien Search System?

STAFF RECOMMENDATION

Staff recommends that the Local Contract Review Board, by motion, approve the contract award to Net Assets in the amount of not to exceed \$90,000 annually.

INFORMATION SUMMARY

In 2000, the City purchased a program from Net Assets that allowed title companies to search for City liens via the web. Prior to providing this information on-line, title companies had to submit lien searches along with payment via postal mail. Title companies had to wait for City staff to process their requests and mail back documents showing whether or not there was lien on the property. This process was time consuming on both the City's and title companies' parts as the City received over 1,200 requests per year.

Although Net Assets had created an on-line search program, the company did not provide hosting at that time. Also, due to firewalls at the County, the City could not host this website. The City contracted with Interland, an Atlanta, Georgia based web hosting company, to host the site.

Since 2000, Net Assets has expanded its services to include hosting capabilities and technical support for cities and title companies. Also, Net Assets has upgraded its original lien search program to provide more reports and better uploading features. During this time, the City has become increasingly dissatisfied with Interland's service due to the length of time needed to resolve hosting issues.

On October 28, 2003, the City issued a Request for Proposal (RFP) for a web-based lien search system to replace its existing system. Only Net Assets responded to the RFP. The City and Net Assets have reached a tentative agreement on a contract for these services.

Net Assets' on-line lien search service, which is known as Conduits, is used by nineteen cities in Oregon including Lake Oswego, Portland, and Hillsboro. Title companies within Oregon are very familiar with Conduits and are accustomed to being able to search liens via the web at their convenience. By the City joining Conduits, the City will be able to provide better customer service to the title companies and will obtain a better program and technical support. (See attached memo for more background information.)

OTHER ALTERNATIVES CONSIDERED

Do not approve contract award.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

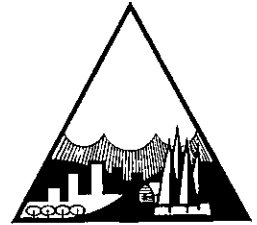
January 6, 2004, Memorandum from Michelle Wareing, Management Analyst, regarding the On-Line Search System (background information)

FISCAL NOTES

The total cost of the contract shall not exceed \$90,000 annually. The actual cost is dependent upon actual usage of lien system by title companies. Net Assets shall charge the City no more than \$10.00 per search conducted by title companies. To offset the cost, the lien search fee charged to title companies shall be increased from \$25.00 to \$35.00.

The lien search fee is a revenue source for the General Fund. In FY 2002-03, it generated \$102,569 in revenues. This fee increase will not increase the net revenues to the City. It is intended to only offset the payments to Net Assets for use of their lien search system, Conduits.

MEMORANDUM



TO: Honorable Mayor and Council

FROM: Michelle Wareing, Management Analyst

DATE: January 6, 2004

RE: On-line Lien Search System

There are three consent agenda items on the January 13, 2004 Council meeting all relating to an on-line lien search system. The first item is award of contract for the on-line lien search system, the second is an increase to lien search fees to cover the cost of the contract, and the third is a budget adjustment to increase expenditures in Finance Administration due to the new contract cost.

In 2000, the City purchased a lien search program from Net Assets. This on-line program allowed title companies to search for City liens via the web. Prior to providing this information on-line, title companies had to submit lien searches via postal mail. Title companies had to wait for City staff to process their requests and mail back documents showing whether or not there was a lien on the property. This process was time consuming on both the City's and title companies' part as the City received over 1,200 requests per year.

Although Net Assets had created an on-line search program, the company did not provide hosting at that time. Also, due to firewalls at the County, the City could not host this website. The City contracted with Interland, an Atlanta, Georgia based web hosting company, to host the site.

Since switching to the on-line lien system, the number of lien searches performed by title companies per month has increased dramatically. Title companies submitted about 100 postal requests per month, now via the web, title companies perform on average about 300 searches per month. The City currently charges title companies \$25.00 per search performed. This revenue source generated \$102,569 in FY 2002-03, which means title companies performed 4,103 at \$25.00 per search.

Since 2000, Net Assets has expanded its services to include hosting capabilities and technical support for cities and title companies. Also, Net Assets has upgraded its original lien search program to provide more reports and better uploading features for cities.

During this time, the City has become increasingly dissatisfied with Interland's service due to the length of time needed to resolve hosting issues. The City again consulted with its Network Services staff and the City cannot host this website due to the firewalls at the County.

On October 28, 2003, the City issued a Request for Proposal (RFP) for a web-based lien search system to replace its existing system. Only Net Assets responded to the RFP. The City and Net Assets have reached a tentative agreement on a contract for these services.

It is being requested that the Local Contract Review Board award the contract to Net Assets. The actual cost of the contract is based on the number of searches performed by title companies each month. Net Assets will charge the City \$10.00 per search performed by the title companies each month. The monthly contract fee will fluctuate depending upon usage by the title companies. The total cost of the contract shall not exceed \$90,000 annually. This *shall not exceed amount* is larger than the projected actual cost as both the contractor and City staff did not want the *shall not exceed amount* set too low in case usage becomes substantially greater than anticipated.

Since the Net Assets will be charging the City \$10.00 per search performed by the title companies, the City needs to increase its lien search fee from \$25.00 to \$35.00. If the City doesn't increase its fee, the new contract cost will have a negative impact on the lien search fee revenue source and the City will not be recovering the full cost of providing this service.

Finally, a budget amendment needs to be made to increase expenditure appropriations in the Finance Administration budget to cover the cost of the contract. Staff has recommended increasing appropriations by \$45,000, which is half of the total shall not exceed amount as the contract will not become effective until February 1, 2004. It should be noted that lien search fees are receipted into the General Fund; however, the expenditures will be charged to the Central Services Fund, the home fund for Finance Administration. Therefore, transfers from the General Fund to the Central Services Fund will be increased to cover the additional costs.

The contract will have net zero impact on City revenues as the fee charged to title companies will be increased to cover the cost of the contract.

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE: Approval of the purchase of three Ford Ranger pick-up trucks.

PREPARED BY: Joe Barrett, Buyer DEPT HEAD OK CR CITY MGR OK MAN

ISSUE BEFORE THE COUNCIL

Shall the Local Contract Review Board approve the purchase of three Ford Ranger pick-up trucks?

STAFF RECOMMENDATION

Staff recommends that the Local Contract Review Board approve the purchase of three Ford Ranger pick-up trucks utilizing the State of Oregon Contract for the trucks.

INFORMATION SUMMARY

The Building Division currently has the need to replace three vehicles assigned to Inspectors, one 1990 Ford Ranger standard cab, one 1995 Ford Ranger standard cab, and one 1987 Ford Aerostar van. Staff researched the feasibility of replacing these current vehicles with hybrid vehicles. During this review of hybrid vehicles, staff determined that the current hybrid technology does not now meet the specifications required by the department.

Given the vehicle specifications required by the department, including the ability to traverse rough ground, including curbs, rocks, and lumber pieces, high clearance, heavy upholstery, rubber floors, and room to carry tools, staff has determined small trucks continue to be the best fit for the inspectors. Staff has further determined that the best means to procure these trucks would be through the utilization of State of Oregon contract #3207, which the City is eligible to use through it's membership in the Oregon Cooperative Purchasing Program. Utilizing this contract will save the City staff time and cost in preparing a solicitation for the trucks.

Fleet Maintenance staff will continue to track development of hybrid vehicles for replacement of Building Division vehicles in future years. The City plans to introduce hybrid vehicles whenever possible to be in compliance with State ECO rules.

OTHER ALTERNATIVES CONSIDERED

1. Direct staff to prepare and advertise an Invitation to Bid solicitation for the purchase of the pick-up trucks.
2. Do not replace vehicles at this time.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

None.

ATTACHMENT LIST

1. State of Oregon contract #3207.

FISCAL NOTES

The cost of each truck is \$14,274 for a total of \$42,822. Currently the City has \$35,000 in the budget for the trucks. The additional funds are covered under Budget Amendment #13 which proposes transferring \$8,000 for the Building Fund Contingency. The budgeted contingency is \$250,000

STATE OF OREGON
DEPARTMENT OF ADMINISTRATIVE SERVICES
PURCHASING DIVISION
PRICE AGREEMENT SUMMARY
COMMODITY CODE: 07048
BUYER NAME: J. WEBER (503) 373-1197
PAGE: 1
PA NUMBER: 3207

ITEM: FORD RANGER, EXTENDED CAB, 4X2 PICKUP
STARTING WITH THE 2004 MODEL YEAR WITH OPTIONS TO
RENEW FOR ADDITIONAL PERIODS

AGENCY: STATE AGENCIES AND AUTHORIZED ORCPP MEMBERS

CONTRACTOR: LANDMARK FORD
12000 SW 66TH AVENUE
TIGARD OR 97281 3970

PH#:(503) 639-1131 FAX:50359883840000 CONTACT:DAVE FREZZA

BRAND/TRADE NAME: FORD RANGER, EXTENDED CAB, 4X2 PICKUP

PRICE: \$14,168.00

TERMS: NET 30
FOB: FOB DESTINATION

CONTRACT PERIOD: SEP 8 2003 THROUGH SEP 7 2004

DAYS REQUIRED FOR DELIVERY: 120 DAYS AFTER RECEIPT OF PURCHASE ORDER

MINIMUM ORDER: ONE UNIT

TRANSPORTATION CHARGES:

OTHER CONDITIONS: SEE D.2.3.A FOR OTHER DELIVERY CHARGES
SEE D.22 & D.23 FOR UNDERCOATING AND
EXTRA KEY PRICING

PURSUANT TO OAR 125-050-0040, AUTHORIZED PURCHASERS TO THIS
CONTRACT/PRICE AGREEMENT SHOULD CONTACT THE DAS SURPLUS PROPERTY
PROGRAM AT 503.378.4714 TO CONFIRM AVAILABILITY OF VEHICLES AT A
DISCOUNTED PRICE PRIOR TO PURCHASING FROM THIS PRICE AGREEMENT.

THIS CONTRACT COVERS ONLY THOSE ITEMS LISTED.

DATE OF ISSUANCE: 09/08/2003
BID NO.: 10200034 03

STATE OF OREGON
DEPARTMENT OF ADMINISTRATIVE SERVICES
PURCHASING DIVISION
PRICE AGREEMENT SUMMARY
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ITEM - 00001 UNIT - EA COMMODITY - 07048 PRICE - \$14,168.0000
Year : 2004 Make : Ford Pickups

Model: Ranger Style: R44 4dr Supercab 3.0L XLT
Appearance

***** STANDARD EQUIPMENT *****
ALL STANDARDS ARE 2004 UNLESS OTHERWISE NOTED

**ASTERISK (*) INDICATES EQUIPMENT WHICH IS IN ADDITION TO OR REPLACES
BASE MODELS STANDARD EQUIPMENT**

<<< MECHANICAL >>>

3.0L (182) MPFI V6 engine
Electronic ignition system
Engine block heater *STD only in AK, MN, MT, ND, SD, WI & WY*
5-speed automatic transmission w/OD
Rear wheel drive
58 amp-hour (540 CCA) battery
95 amp alternator
4-pin trailer tow wiring harness
6' pickup box
4780# GVWR/1260# maximum payload
Short/long arm front suspension w/coil spring
Multi-leaf spring rear suspension
Front stabilizer bar
Gas shock absorbers
* P225/70R15 all-season OWL tires
Space saver spare tire
* 15" chrome-faced 7-spoke steel wheels w/bright center ornament
Power rack & pinion steering
Power front disc/rear drum brakes
4-wheel anti-lock brake system
19.5 gallon fuel tank

<<< EXTERIOR >>>

* Chrome front/rear step bumper
Black front/rear stone guards
* Molded black grille bars w/chrome surround
(4) black cargo box tie-down hooks
* Power mirrors
Solar tinted glass
* Privacy glass
* Sliding rear window
Intermittent windshield wipers
(4) cab doors-inc: dual rear doors hinged at C-pillars
Quick-release tailgate

STATE OF OREGON
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<<< INTERIOR >>>

Cloth front 60/40 split bench seat
* Vinyl rear jump seats
* Color-keyed carpet
* Color-keyed carpeted front floor mats

Floor console w/dual cupholders
 * Leather-wrapped steering wheel
 * Tilt steering wheel
 Tachometer
 Black-faced gauge cluster w/matching trim rings
 Black bezel applique on center instrument panel
 * Power windows
 * Power door locks
 * Speed control
 * Remote keyless entry
 Securilock passive anti-theft system
 * Air conditioning
 * Electronic AM/FM stereo radio w/CD player-inc: digital clock,
 4-speakers
 Instrument panel 12-volt power point
 Warning chimes-inc: headlights-on, key-in-ignition, safety belt
 Color-keyed glove box
 Manual day/night interior rearview mirror
 * Upgraded door trim panels w/map pockets/scuff-resistant surface
 Soft contrasting color-keyed headliner
 * Color-keyed cloth sun visors w/dual covered vanity mirrors
 Driver/passenger-side A-pillar-mounted grab handles
 Rear-of-cab coat hook
 Dome light

<<< SAFETY >>>

4-wheel anti-lock brake system
 Driver & front passenger airbags w/manual passenger-side deactivation
 switch
 Front shoulder safety belts
 Child safety seat restraint latches (LATCH)
 Electric horn

STATE OF OREGON
 DEPARTMENT OF ADMINISTRATIVE SERVICES
 PURCHASING DIVISION
 PRICE AGREEMENT SUMMARY

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***** FACTORY OPTIONS *****

OPTION CODES	DESCRIPTION	Invoice
R44	4dr Supercab 3.0L XLT Appearance	14168.00

<<< EMISSIONS >>>

—	STANDARD EMISSIONS	0.00
422	CALIFORNIA EMISSIONS *Required on units for CA, ME, MA, NY or VT registration. Federal LEV II tailpipe emissions will apply to units meeting weight category of 3,750 lbs. or greater, equipped w/4.0L V6 w/automatic transmission. Optional for Cross-Border	

States* *Late availability for LEV II
emissions* 0.00

423 CALIFORNIA EMISSIONS NOT REQUIRED *For units
shipped or sold to California Emissions
States dealers for registration out of state*
(REQ: Standard Emissions) 0.00

936 CALIFORNIA EMISSIONS STATES PUBLIC SERVICE/
EMERGENCY VEHICLE EXEMPTION *Only available
on units sold to authorized government units
& privately-owned ambulance companies* (REQ:
423 Emissions) 0.00

93N NON-CALIFORNIA EMISSIONS/NON-CROSS-BORDER
STATES DEALER ORDER FOR CALIFORNIA EMISSIONS
STATES REGISTRATION *Required on all units
ordered by dealers for California Emissions
States registration when the vehicle is being
delivered to a non-California Emissions/
non-Cross-Border States location. Vehicles
must be registered in California Emissions
States* (REQ: 422 Emissions) 0.00

<<< ENGINE >>>

— 3.0L (182) SEFI V6 ENGINE (STD) 0.00

<<< TRANSMISSION >>>

44D 5-SPEED AUTOMATIC TRANSMISSION W/OD (STD) 0.00

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PURCHASING DIVISION
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<<< AXLE >>>

— 3.73 AXLE RATIO 0.00

XF6 3.73 AXLE RATIO W/LIMITED SLIP DIFFERENTIAL 251.00

<<< SERIES ORDER CODE >>>

483A XLT APPEARANCE SERIES ORDER CODE 0.00

<<< PAYLOAD PKG >>>

— PAYLOAD PKG-inc: 4780# GVWR, 1260# maximum
payload (STD) 0.00

20B PAYLOAD PKG 2-inc: 5060# GVWR, 1640# maximum
payload, HD shocks 64.00

<<< TIRES >>>

T7K P225/70R15 ALL-SEASON OWL TIRES (STD) 0.00

<<< SEAT TYPE >>>

R_ CLOTH FRONT 60/40 SPLIT BENCH SEAT (STD) 0.00

S_	CLOTH FRONT SPORT BUCKET SEATS	170.00
T_	LEATHER TRIMMED 60/40 SPLIT BENCH SEAT	310.00
U_	LEATHER TRIMMED FRONT SPORT BUCKET SEATS W/CENTER FLOOR CONSOLE	310.00

<<< PAINT >>>

—	SOLID PAINT (STD)	0.00
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<<< AIR CONDITIONING >>>

572	AIR CONDITIONING (STD)	0.00
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<<< ADDITIONAL OPTIONS >>>

94C	BRIGHT APPEARANCE PKG-inc: chromed bedrails w/platinum-colored resin end caps, chromed non-skid step bars, chromed exhaust tip (N/A w/173 Flareside Box)	421.00
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18C	BRIGHT TRIM GROUP-inc: chrome step bars w/non- skid surface, chrome exhaust tip (N/A w/173 Flareside Box)	302.00
58P	ELECTRONIC AM/FM STEREO RADIO W/MP3/CD/CASSETTE PLAYER-inc: digital clock	128.00
63E	BED EXTENDER (N/A w/173 Flareside Box or 86U Under-Rail Bedliner)	166.00
98B	BFT COMPONENT PKG-inc: limited slip axle, payload pkg 2, class III trailer tow hitch receiver (REQ: 51D Conventional Full Size 15" Spare Tire)	417.00
86U	UNDER-RAIL BEDLINER	168.00
86R	OVER-RAIL BEDLINER *Available only for selected fleets*	200.00
173	FLARESIDE BOX-inc: front/rear mud flaps *Deletes STD black front/rear stone guards* (N/A w/94C Bright Appearance Pkg)	421.00
—	FLARESIDE BOX DISCOUNT (REQ: 173 Flareside Box)	-421.00
65S	SMOKERS PKG-inc: ashtray mounted below center instrument panel, cigarette lighter (w/58E Pioneer Sound System-inc: center console- placed ash cup in lieu of ashtray)	12.00
153	FRONT LICENSE PLATE BRACKET	0.00
873	DELETE REAR VINYL JUMP SEATS *CREDIT*	-192.00

18P	STEP BAR	251.00
51D	CONVENTIONAL FULL SIZE 15" SPARE TIRE	93.00
53L	CLASS III TRAILER TOW HITCH RECEIVER (REQ: 51D Conventional Full Size 15" Spare Tire)	182.00

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***** WARRANTY *****

<<< PRELIMINARY 2004 WARRANTY >>>

Basic: 3 Years/36,000 Miles
Drivetrain: 3 Years/36,000 Miles
Corrosion: 5 Years/Unlimited Miles
Roadside Assistance: 3 Years/36,000 Miles

Color Chart

2004 Ford Ranger 4dr Supercab 3.0L XLT Appearance

EXTERIOR COLORS ----- INTERIOR COLORS -----

Med Dark
Pble Flint

Arizona Beige Met	X	
Dk Shadow Grey Met		X
Bright Red	X	X
Med Toreador Red Met		X X
Dk Green Satin Met	X	X
Sonic Blue Metallic		X
Black	X	X
Silver Metallic		X
Oxford White	X	X

Color Chart Legend

Abbreviation ----- Full Name ----- Code -----

INTERIOR COLORS

Med Pble	Medium Pebble	P
Dark Flint	Medium Dk Flint	F

EXTERIOR COLORS

Arizona Beige Met	Arizona Beige Metallic	AQ
Dk Shadow Grey Met	Dark Shadow Grey Metallic	CX
Bright Red	Bright Red	E4
Med Toreador Red Met	Medium Toreador Red Metallic	FL
Dk Green Satin Met	Dark Green Satin Metallic	FU
Sonic Blue Metallic	Sonic Blue Metallic	SN
Black	Black	UA
Silver Metallic	Silver Metallic	YN
Oxford White	Oxford White	YZ

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This price agreement summary is for informational purposes only. In the event that any part of this summary conflicts with any of the terms and conditions of the contract resulting from Invitation to Bid # 10200034-03, the terms and conditions of said contract shall govern. All terms and conditions and specification requirements as stated in Invitation to Bid # 10200034-03 apply, even though they may not be stated in this price agreement summary.

This is a requirements contract, and the state agency or agencies listed are required to purchase from the contractor when purchasing items listed in the price schedule and covers only those items listed.

Contractor Performance: If products or services purchased under this price agreement are unsatisfactory agency personnel need to notify the buyer listed on page 1 of the contract summary by filling out a Purchasing Performance Report form. This form is available on line at the following address: <http://tpps.das.state.or.us/purchasing/link>.

SECTION B - ORDER OF INFORMATION

SECTION C - GENERAL BIDDING INFORMATION
SECTION D - SPECIFICATIONS AND PRICING
SECTION E - ORCPP PARTICIPATION
SECTION F - PRICE AGREEMENT TERMS AND CONDITIONS
SECTION G - STANDARD CONTRACT TERMS AND CONDITIONS
SECTION H - SPECIAL CONTRACT TERMS AND CONDITIONS

SECTION C - GENERAL BIDDING INFORMATION

C.1 GENERAL DEFINITIONS:

C.1.1 "Addendum" or "Addenda" means an addition or deletion to, a material change in, or clarification of, the ITB. Addenda shall be labeled as such and shall be made available to all interested Bidders in accordance with the OAR 125-030-0007(4).

C.1.2 "Authorized Purchaser" means the State of Oregon, acting by and through DAS. It also means Purchasing Agencies receiving an account number and purchasing product pursuant to DAS purchasing authority and direction, and may also include ORCPP Participants with appropriate purchasing authority under their applicable rules or regulations who receive account numbers and purchase product.

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PURCHASING DIVISION
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C.1.3 "Bid" means the Bidder's written offer submitted in response to an ITB, including all necessary attachments. (Refer to Section C.4.1.)

C.1.4 "Bid Closing" means the date and time set in the ITB for Bid submission, after which Bids may not be submitted, modified, or withdrawn by Bidder.

C.1.5 "Bid Item" means the individual items one (1) through sixteen (16) identified in the Pricing Submittal Section.

C.1.6 "Bid Opening" means the same date and time set for Bid Closing, unless otherwise specified in Section C.10.

C.1.7 "Bidder" means the person or other legal entity that submits a Bid in response to an ITB.

C.1.8 "Contract" means the entire agreement between the Contractor and the Authorized Purchaser, comprised of the Price Agreement and a signed Purchase Order.

C.1.9 "Contractor" means the person or other legal entity with whom the State enters into a Price Agreement setting prices for the purchase of Goods and/or services pursuant to the ITB, and with whom Authorized Purchasers subsequently contract through submittal of Purchase Orders.

C.1.10 "DAS" means the State Department of Administrative Services, acting through the State Procurement Office of the Procurement, Fleet and Surplus Services Division.

C.1.11 "Good" means the individual Bid Item, including all installed components and accessories, if any, described in the ITB, as well as manufacturer options available to the general public.

C.1.12 "GVW" means Gross Vehicle Weight.

C.1.13 "Invitation to Bid" or "ITB" means the entire solicitation document, including all parts, sections, exhibits, attachments, and Addenda.

C.1.4. "ORCPP" means the Oregon Cooperative Purchasing Program, whose Participants include but are not limited to: cities, counties, school districts, special districts, Qualified Rehabilitation Facilities (QRFs), residential programs under contract with the Oregon Department of Human Services, United States governmental agencies, and American Indian tribes or agencies.

STATE OF OREGON
DEPARTMENT OF ADMINISTRATIVE SERVICES
PURCHASING DIVISION
PRICE AGREEMENT SUMMARY PAGE: 10

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C.1.4.a. "ORCPP" also includes quasi-State Agencies such as Oregon Department of Higher Education, Oregon Health Sciences University, and Oregon State Lottery with statutory authority or autonomy to solicit for Goods/services independently.

C.1.15 "Participants" means members of ORCPP.

C.1.16 "Price Agreement" means the Invitation to Bid and the successful Bidder's Bid. It is the agreement between the Contractor and the State under which the Contractor agrees to hold prices, terms and conditions firm for a specified period of time for the benefit of Authorized Purchasers.

C.1.17 "Purchase Order" means the purchase order document submitted to Contractor by Authorized Purchasers for the purchase of Goods and/or services under the Price Agreement.

C.1.18 "Purchasing Agency" means a State Agency subject to DAS purchasing authority under ORS 279.712.

C.1.19 "Specifications" means the specific attributes of the Goods to be purchased or Services to be provided, if any.

C.1.20 "Services" means the services to be performed under the Contract incidental to the purchase of Goods.

C.1.21 "Standard" means everything that the manufacturer of a Unit offers to the general public (consumer goods) during the applicable model year as standard equipment on the particular model.

C.1.22 "State" means the State of Oregon.

C.1.23 "State Agency" means every board, commission, department, or agency of the State of Oregon, whose costs are paid, in whole or in part, from funds held in the State Treasury.

C.1.24 "UCC" means the Uniform Commercial Code, ORS chapters 71, 72, and 72A, as applicable and as amended from time to time.

C.1.25 "Unit" and "Good" may on occasion be used interchangeably; in such cases "Unit" shall mean "Good," as defined in this Section.

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C.2 GENERAL INFORMATION:

C.2.1 BID SUBMITTAL ADDRESS AND BID CLOSING: DAS will receive sealed Bids until 2:30 p.m. (Pacific time) on the Bid Closing date specified on page one (1) of the ITB, or as amended by Addenda, at the office of DAS Central Purchasing, at the receptionist's desk, on the north end of the second floor, in the General Services Bldg., at 1225 Ferry St. SE U140, Salem, Oregon 97301-4285.

C.2.2 SINGLE POINT OF CONTACT: There will be only one point of contact during the procurement process. This includes the bidding process; requests for brand approval, change, clarification, and protests; the award process; and/or any other questions that may arise. The contact point for this ITB is John Weber, who can be contacted at (503) 373-1197 or via fax (503) 373-1626.

C.2.3 VIP SYSTEM:

C.2.3(a) VIP VENDOR HANDBOOK: New Bidders are encouraged to request a copy of "VIP Vendor Handbook." This brochure is available free of charge from DAS State Procurement Office, 1225 Ferry St. SE, U140, Salem, OR 97301 - 4285; telephone 503) 378-4642.

C.2.3(b) ITBs: ITBs, including all Addenda and most attachments, are posted on the vendor information program ("VIP System"). Bidders who do not have access to the VIP System may download copies at a Plan Center, or at DAS State Procurement Office, 1225 Ferry St. SE, Salem, Oregon. Bidders may also order hard copies from DAS State Procurement Office for a fee.

C.2.3(c) ATTACHMENTS: NONE for this solicitation.

C.2.3(d) ADDENDA: Addenda can be downloaded from the Addenda Menu on the VIP System. Bidders should consult the VIP System regularly until Bid Closing to assure that they have not missed any Addenda announcements.

C.2.3(e) PLAN HOLDER'S LIST: IN ORDER TO APPEAR ON THE BID PLAN HOLDERS LIST, VENDORS MUST BE ENTERED ON THE VIP SYSTEM. Vendors can enter their vendor information via the internet at:

<http://tpps.das.state.or.us/purchasing>

VENDORS ARE RESPONSIBLE FOR ENSURING THAT THEIR VENDOR INFORMATION IS CURRENT AND CORRECT. DAS does not accept responsibility for incorrect vendor information shown on the VIP System, or information missing from it.

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PA NUMBER: 3207

C.2.4 BIDDERS NOTE: PRICING PAGES, SECTION D "SPECIFICATIONS", SECTION E "ORCPP PARTICIPATION", SECTION J "CONTRACTOR REFERENCES", SECTION H "SPECIAL CONTRACT TERMS AND CONDITIONS" AND SECTIONS I THROUGH VI CONTAIN INFORMATION REQUIRING RESPONSES OR ACKNOWLEDGEMENT FROM BIDDER.

C.2.5 TRADE SECRETS: Any information Bidder submits in response to the ITB that Bidder considers a trade secret under ORS 192.501(2) or confidential proprietary information, and that Bidder wishes to protect from public disclosure, must be clearly labeled with the following: "This information constitutes a trade secret under ORS 192.501(2) or confidential proprietary information, and is not to be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192." Bidders are cautioned that price information submitted in response to an ITB is generally not considered a trade secret under the Oregon Public Records Law. Further, information submitted by Bidder that is already in the public domain is not protected. The State shall not be liable for disclosure or release of any information when authorized or required by law or court order to do so. The State shall also be immune from liability for disclosure or release of information under the circumstances set out in ORS 646.473(3).

C.20 BID RESULTS: After awards are completed, Bidders may download a tabulation of Bid results from the VIP system. Alternatively, Bidders

may submit a written request to DAS State Procurement Office for a copy the tabulation. Each request must indicate the Bid number and must include a self-addressed envelope and a \$5.00 check payable to the Department of Administrative Services.

C.21 REVIEW OF AWARDED BID FILES: Awarded Bid files are public records and available for review at the DAS State Procurement Office by appointment.

SECTION D - SPECIFICATIONS

D.1 GENERAL PROVISIONS:

D.1.1 SILENCE OF SPECIFICATIONS: The apparent silence of the specifications as to any detail, or the apparent omission of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail, and that only materials and workmanship of first quality are to be used.

STATE OF OREGON
DEPARTMENT OF ADMINISTRATIVE SERVICES
PURCHASING DIVISION
PRICE AGREEMENT SUMMARY PAGE: 13

COMMODITY CODE: 07048

PA NUMBER: 3207

AGENDA ITEM # 6
FOR AGENDA OF January 13, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A Resolution Amending Resolution No. 03-25 by Amending Exhibit A Thereto and Increasing Lien Search Fees.

PREPARED BY: Michelle Wareing DEPT HEAD OK CP CITY MGR OK LMH

ISSUE BEFORE THE COUNCIL

Shall the City Council approve a resolution to amend the Master Fees and Charges Schedule and update the lien search fee?

STAFF RECOMMENDATION

Staff recommends that Council adopt the resolution.

INFORMATION SUMMARY

In June of 2001, Council adopted a new fee for lien searches. The City had recently started providing its liens on-line. Title companies could access this site and search for liens at their convenience. Prior to providing this information on-line, title companies had to submit lien searches along with payment via postal mail. Title companies had to wait for City staff to process their requests and mail back documents showing whether or not there was a lien on the property. This process was time consuming on both the City's and title companies' parts as the City received over 1,200 requests per year.

In October 2003, the City issued a Request for Proposal for a new on-line lien search system. The Local Contract Review Board awarded the contract to Net Assets on January 13, 2004. The total cost of the contract shall not exceed \$90,000 annually. However, the cost of contract is dependent upon actual usage of the lien system by title companies. The contractor will charge the City a maximum of \$10.00 per search done by the title companies. Currently, title companies are performing approximately 3,600 searches per year. Staff is recommending increasing the lien search fee charged to title companies from \$25.00 to \$35.00 to recover the cost of this new contract.

OTHER ALTERNATIVES CONSIDERED

Do not amend the lien search fee.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

Resolution
Resolution Exhibit A

FISCAL NOTES

The increase of the lien search fee from \$25.00 to \$35.00 is needed to recover the cost of the City's new web-based lien search system.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION AMENDING RESOLUTION NO. 03-25 BY AMENDING EXHIBIT A THERETO AND INCREASING LIEN SEARCH FEES.

WHEREAS, Local Contract Review Board awarded a contract for an on-line lien search system to Net Assets on January 13, 2004;

WHEREAS, the cost of the contract is based upon a per search charge of a maximum of \$10.00;

WHEREAS, the City Council has directed staff to adjust fees to recover the cost of services provided;

WHEREAS, the cost of the new contract has not been calculated into the current lien search fee.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: Resolution No. 03-25 is hereby amended by amending Exhibit A to that resolution to read as shown in Exhibit A hereto and incorporated by this reference.

SECTION 2: This resolution is effective February 1, 2004.

PASSED: This _____ day of _____ 2004.

Mayor Pro Tem - City of Tigard

ATTEST:

City Recorder - City of Tigard

Department	Revenue Source	Fee or Charge	Effective Date
FINANCE			
	Telecommunication		12/19/2000
	Telecommunication utilities	\$7,500.00 or 5% of gross revenue, whichever is greater	
	Long distance providers and private networks	\$7,500.00 or 2.90/linear foot of installation in right of way, whichever is greater	
	Competitive access providers and all franchisees	\$7,500.00 or 5% of gross revenue, whichever is greater	
	Telecommunication Franchise Application Fee	\$2,000.00	01/23/2001
	Solid Waste Disposal	3% of gross revenue	10/09/1978
	<i>Lien Search Fee</i>	\$25.00	06/12/2001
		\$35.00	02/01/2004
	<i>Meeting Room Reservation Fees & Deposits</i>		07/01/2003
	Alarm Fee (Senior Center)		
	First time call-out	\$50.00	
	Second call-out within a one-year period	\$75.00	
	Third call-out within a one-year period	\$75.00 and suspension of room use privileges for three months	
	Cleaning Deposit	\$100.00	
	Red Rock Creek Conference Room		
	Group 1	\$5.00/hr	
	Group 2	\$10.00/hr	
	Group 3	\$15.00/hr	
	Richard M. Brown Auditorium		
	Group 1	\$12.00/hr	
	Group 2	\$17.00/hr	
	Group 3	\$22.00/hr	
	Senior Center Upstairs Activity Room		
	Group 1	\$15.00/hr	
	Group 2	\$20.00/hr	
	Group 3	\$25.00/hr	

AGENDA ITEM # 6
FOR AGENDA OF 01/13/04

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Intergovernmental Agreement with Oregon Department of Transportation

PREPARED BY: William M. Dickinson DEPT HEAD OK WMD CITY MGR OK WMD

ISSUE BEFORE THE COUNCIL

To authorize the Chief of Police to enter into an Intergovernmental Agreement with State of Oregon Department of Transportation (ODOT) for Commercial Vehicle, Driver and Cargo Inspection.

STAFF RECOMMENDATION

Staff recommends approval for Chief to authorize Intergovernmental Agreement.

INFORMATION SUMMARY

ORS 190.110, 283.110, and 825.250 grant authority for State agencies to enter into Agreements with units of local government for the performance of functions and activities that a party to the Agreement, its officers or agents have the authority to perform. An "authorized representative" is defined in ORS 825.250 as an employee who has been trained and certified by ODOT as a commercial vehicle inspector and can provide inspections of commercial vehicles, drivers, general cargo or hazardous materials. Tigard Police Department wishes to have a certain number of its employees become an "authorized representative" for purposes of ORS 825.250 (2).

By entering into this agreement, both Tigard Police Department and ODOT can maximize the resources available for inspections of commercial vehicles, drivers and cargo.

The IGA is attached (Attachment 1) and it spells out the terms of the agreement.

OTHER ALTERNATIVES CONSIDERED

Tigard could choose not to work with ODOT nor enforce State commercial vehicle laws.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Participation in this IGA will create a partnership with ODOT, addressing items specifically mentioned in Goal 1, Strategy 6: Specifically Address Crime and Public Safety Concerns through partnerships.

ATTACHMENT LIST

Attachment 1: IGA

FISCAL NOTES

The only cost is in employee hours used to carry out enforcement, which is already part of the PD's responsibilities.

**INTERGOVERNMENTAL AGREEMENT
Commercial Vehicle, Driver and Cargo Inspection**

THIS INTERGOVERNMENTAL AGREEMENT hereinafter referred to as "Agreement" is made and entered into by and between THE STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "ODOT," and TIGARD POLICE DEPARTMENT, hereinafter referred to as "TPD."

RECITALS

1. By the authority granted in ORS 190.110, 283.110, and 825.250, state agencies may enter into Agreements with units of local government or other state agencies for the performance of any or all functions and activities that a party to the Agreement, its officers or agents have the authority to perform.
2. As defined in ORS 825.250 (2), an "authorized representative" means a city, county or state employee who has been trained and certified by ODOT as a commercial vehicle inspector and who is employed either by ODOT or by an agency that has an agreement with ODOT to provide inspections of commercial vehicles, drivers, general cargo or hazardous materials.
3. TPD wishes to have a certain number of its employees become an "authorized representative" for purposes of ORS 825.250(2).

NOW THEREFORE, the premises being in general as stated in the foregoing recital, it is agreed by and between the parties hereto as follows:

TERMS OF AGREEMENT

1. ODOT and TPD wish to enter into this Agreement in order to maximize the utilization of commercial vehicle, driver, and cargo inspection resources; to avoid duplication of effort; to expand the number of inspections performed; to advance uniformity of inspection; and to minimize delays in schedules incurred by industry inherent to this type of enforcement activity (hereinafter referred to as Project).
2. Each party will be responsible for their own costs associated with Project. ODOT's portion of costs for this Project shall not exceed \$1,000 in state funds. If additional funds are needed for ODOT to perform its functions, an amendment to this Agreement will be required to increase that amount.
3. ODOT and TPD agree that their authorized inspection representatives, certified as commercial vehicle inspectors by ODOT, under ORS 810.560, will implement inspection procedures in accordance with minimum standards contained herein.
4. The work shall begin on the date all required signatures are obtained and shall be completed no later than 10 years from the date of execution, on which date this Agreement automatically terminates unless extended by a fully executed amendment.

5. In order to advance international uniformity in the inspection of commercial motor vehicles, their drivers, and cargo, ODOT and TPD agree to enforce the North American Uniform Inspection Out-of-Service Criteria as authored and published by the:

Commercial Vehicle Safety Alliance

Part I - North American Uniform Inspection Driver
Out-of-Service Criteria

Part II - North American Uniform Inspection Vehicle
Out-of-Service Criteria

Part III - North American Uniform Inspection Hazardous
Material Out-of-Service Criteria

6. The above standards are adopted into Oregon law by ODOT under Oregon Administrative Rules (OAR):

OAR 740-100-0090, Part I - Driver.

OAR 740-100-0070, Part II - Vehicle.

OAR 740-100-0080, Part III - Hazardous Materials.

In order to better implement and maintain the standards and agreements contained in this Agreement, in the State of Oregon agreement with the Commercial Vehicle Safety Alliance (CVSA), and to effectively administer the applicable terms and conditions contained under Title IV of the "Transportation Equity Act of the 21st Century (the Act), ODOT and TPD parties hereto further agree:

ODOT agrees, at no cost to TPD, to perform the following work:

1. Train and/or retrain inspection resources employed by TPD when such training or retraining is mutually agreed to by parties to this Agreement; test and certify inspectors in accordance with agreements between ODOT, Oregon Department of Public Safety Standards and Training, and, as applicable, CVSA.
2. Supply vehicle and driver out-of-service stickers.
3. Supply monitoring service relative to inspection write-up techniques and violations recorded; inspection procedures, application of Motor Carrier Safety Regulations and Out-of-Service Criteria required by the Federal MCSAP and ORS 810.560.
4. Pursuant to the Governor's directive, function as the lead agency for purposes of administering Oregon's participation in the Transportation Equity Act for the 21st Century and to the maximum extent possible coordinate commercial vehicle and driver enforcement activities between all certified and participatory agencies.
5. Ron Jones, Manager of Field Motor Carrier Safety Enforcement at the Motor Carrier Transportation Division, will be the Department's contact person for purposes of administering this Agreement, phone (503) 373-1979.

The TPD agrees, at no cost to ODOT, to perform the following work:

1. Ensure that all personnel who engage in the inspection of commercial motor vehicles and their drivers are trained and certified by ODOT pursuant to ORS 810.560.
2. As a matter of general policy, inspection levels shall be defined by ODOT.
3. Inspections may be initiated only after a traffic stop, size and weight enforcement stop, or when an out-of-service defect is detected during the normal duty activities of a certified inspector.
4. No inspection activity shall take place at a motor carrier's terminal unless such inspection has been authorized by ODOT.
5. When performing inspections as described herein, said inspections shall be documented on forms provided by ODOT. Whenever possible, inspections shall be conducted electronically using ASPEN™ software provided by ODOT.
6. Completed inspection documents shall be forwarded to ODOT within five (5) days of the date of inspection for processing and final compliance.

GENERAL PROVISIONS

1. Both parties agree to comply with all federal, state, and local laws, regulations, executive orders and ordinances applicable to the work under this Agreement, including, without limitation, the provisions of ORS 279.312, 279.316, 279.320, and 279.555, which hereby are incorporated by reference. Without limiting the generality of the foregoing, both parties expressly agree to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659A.142; (iv) all regulations and other applicable requirements of federal and state rules and regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.
2. Both parties shall perform the service under this Agreement as an independent contractor and shall be exclusively responsible for all cost and expenses related to its employment of individuals to perform the work under this Agreement, including, but not limited to, retirement contributions, workers' compensation, unemployment taxes, and state and federal income tax withholdings.
3. All employers, including TPD, that employ subject workers who work under this Agreement in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage unless such employers are exempt under ORS 656.126. TPD shall ensure that each of its subcontractors complies with these requirements.
4. To the extent permitted by Article XI, Section 7 and Section 10 of the Oregon Constitution and by the Oregon Tort Claims Act, each party shall indemnify, within the limits of the Tort Claims Act, the other party against liability for damage to life or property arising from the indemnifying party's own activities under this Agreement, provided that a party will not be required to indemnify the other party for any such liability arising out of the wrongful acts of employees or agents of that other party.

5. This Agreement is effective on the date all required signatures are obtained and shall remain in effect until one of the parties desires to terminate it by providing written notice to the other party not less than sixty (60) days prior to the date of termination. In addition, in the event of the following conditions or events, this Agreement shall terminate upon delivery of written notice by either party, or at such later date as may be established by such party:
 - a. If either party fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
 - b. If either party fails to perform any of the other provisions of this Agreement or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from ODOT fails to correct such failures within 10 days or such longer period as ODOT may authorize.
 - c. If either party fails to receive funding, appropriations, limitations or other expenditure authority at levels sufficient to pay for the work provided in the Agreement.
 - d. If Federal or State laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or if either party is prohibited from paying for such work from the planned funding source.

Any termination of this Agreement shall not prejudice any rights or obligations accrued to the parties prior to termination.

6. By the signature herein, ODOT and TPD certify compliance with the terms and conditions contained in this Agreement.
7. This Agreement and attached exhibits constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of ODOT to enforce any provision of this Agreement shall not constitute a waiver by ODOT of that or any other provision.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have set their hands and affixed their seals as of the day and year hereinafter written.

The Oregon Transportation Commission on June 18, 2003, approved Delegation Order No. 2, which authorizes the Director to approve and execute agreements for day-to-day operations when the work is related to a project included in the Statewide Transportation Improvement Program or a line item in the biennial budget approved by the Commission.

On September 6, 2002, the Director of the Oregon Department of Transportation approved Subdelegation Order No. 2, in which the Director grants authority to the Deputy Director to approve and execute agreements up to \$75,000 when the work is related to a project included in the Statewide Transportation Improvement Program, other system plans approved by the Commission such as the Traffic Safety Performance Plan, or in a line item in the approved biennial budget.

Pursuant to a Letter of Authority dated September 15, 2000, the Deputy Director of the Motor Carrier Transportation Division authorized the Field Motor Carrier Safety Enforcement Manager to approve and execute agreements for the FHWA MCSAP Program.

**City of TIGARD by and through
its Police Department**

**STATE OF OREGON,
by and through its
Department of Transportation**

By _____
Authorizing Signature

By _____
Ron Jones, Manager
Field Motor Carrier Safety Enforcement

Date _____

Date _____

By _____
Phil Pilgrim
Fiscal Officer,
Field Motor Carrier Safety Enforcement

Date _____

AGENDA ITEM # _____
FOR AGENDA OF January 13, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A Resolution Approving Budget Amendment #13 to the FY 2003-04 Adopted Budget to Increase Appropriations for Funding of Vehicle Replacements in the Building Division

PREPARED BY: Tom Imdieke DEPT HEAD OK OK CITY MGR OK lutan

ISSUE BEFORE THE COUNCIL

Should the Council approve Budget Amendment #13 transferring \$8,000 from the Building Fund Contingency to provide additional funding for the replacement of three vehicles in the Building Division instead of the two approved in the Adopted Budget.

STAFF RECOMMENDATION

Approve Budget Amendment #13

INFORMATION SUMMARY

The FY 2003-04 Adopted Budget includes appropriations in the amount of \$35,000 for the Building Division to replace two vehicles. However, upon review of the existing fleet, it has been determined by Fleet Maintenance that replacement of a third vehicle would be warranted based on current condition and maintenance history. Also, given the healthy fund balance of the Building Fund and the opportunity to purchase these vehicles from an existing state contract, staff is recommending replacement in the current fiscal year. By purchasing from an existing state contract, the City is able to take advantage of very good competitive pricing. Fleet Maintenance also plans to sell the vehicles and any proceeds would be credited back to the Building Fund.

OTHER ALTERNATIVES CONSIDERED

Do not approve Budget Amendment #13.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

None

ATTACHMENT LIST

Resolution, including Attachment A to the Resolution

FISCAL NOTES

This amendment transfers \$8,000 from the Building Fund Contingency. The budgeted contingency is \$250,000. In addition, the overall fund balance in this fund is expected to be greater than anticipated given current building activity.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION APPROVING BUDGET AMENDMENT #13 TO THE FY 2003-04 ADOPTED BUDGET TO INCREASE APPROPRIATIONS FOR FUNDING OF VEHICLE REPLACEMENTS IN THE BUILDING DIVISION

WHEREAS, The FY 2003-04 Adopted Budget for the Building Division included \$35,000 for replacement of two vehicles, and

WHEREAS, Fleet Maintenance has determined that replacement of three vehicles is needed instead of two because of the condition and maintenance history of the vehicles; and

WHEREAS, The Building Fund can support the additional replacement; and;

WHEREAS, The City can acquire the vehicles using an existing state contract with competitive prices.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1. The FY 2003-04 Budget of the City of Tigard is amended as shown in Attachment A to this resolution.

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

Attachment A
FY 2003-04
Budget Amendment # 13

FY 2003-04 Revised Budget	Budget Amendment # 13	Revised Revised Budget
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Building Fund

Resources

Beginning Fund Balance	942,281		942,281
Property Taxes	0		0
Grants	0		0
Interagency Revenues	0		0
Development Fees & Charges	1,057,202		1,057,202
Utility Fees and Charges	0		0
Miscellaneous Fees and Charges	0		0
Fines and Forfeitures	0		0
Franchise Fees and Business Tax	0		0
Interest Earnings	18,846		18,846
Bond Proceeds/Principal	0		0
Other Revenues	0		0
Transfers In from Other Funds	451,954		451,954
Total	\$2,470,283	\$0	\$2,470,283

Requirements

Community Service Program	0		0
Public Works Program	0		0
Development Services Program	1,201,220	8,000	1,209,220
Policy & Administration Program	0		0
General Government	0		0
Program Expenditures Total	\$1,201,220	\$8,000	\$1,209,220
Debt Service	\$0		\$0
Capital Improvements	\$0		\$0
Transfers to Other Funds	\$485,146		\$485,146
Contingency	\$250,000	(\$8,000)	\$242,000
Total Requirements	\$1,936,366	\$0	\$1,936,366
Ending Fund Balance	533,917		533,917
Grand Total	\$2,470,283	\$0	\$2,470,283

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A Resolution Approving Budget Amendment #14 to the FY 2003-04 Adopted Budget to Adjust Appropriations for Funding of an On-line Lien Search System.

PREPARED BY: Michelle Wareing DEPT HEAD OK CR CITY MGR OK LW

ISSUE BEFORE THE COUNCIL

Should the City Council amend the FY 2003-04 to adjust appropriations in the General and Central Services Funds to fund an on-line lien search system contract?

STAFF RECOMMENDATION

Approve Budget Amendment #14

INFORMATION SUMMARY

The Local Contract Review Board (LCRB) awarded a contract for an on-line lien search system on January 13, 2004. The total cost of the contract shall not exceed \$90,000 annually. The cost of the contract will be offset by lien search fee revenues, which were increased on January 13, 2004 by \$10.00. The actual cost of the contract is dependent upon actual usage of the lien system by title companies. Since there are less than six months left in the fiscal year, only half of the maximum contract amount is being appropriated.

Lien search fees are receipted into the General Fund; however, the expenditures for the new contract will be charged to the Finance Administration budget, whose home fund is the Central Services Fund. A transfer from the General Fund to the Central Services Fund has to be made to cover the additional cost in the Central Services Fund.

Although the City will be receiving additional revenues due to an increase in lien search fees, staff is recommending that the \$45,000 be transferred from the General Fund contingency instead of appropriating the additional revenues. Under Oregon Budget Law, a Supplemental Budget must be done to appropriate new revenues. A Supplemental Budget is an extensive process. Staff is recommending that a supplemental budget not be done for such a minimal amount of revenue. It should be noted that the additional revenues will be receipted into the General Fund and will be rolled into the Ending Fund Balance at the end of the fiscal year.

OTHER ALTERNATIVES CONSIDERED

Do not adopt Budget Amendment #14. Since the LCRB awarded the contract for the on-line lien search system, costs will be incurred and charged to Finance Administration's budget, which could result in Finance Administration's budget being exceeded.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

Resolution, including Attachment A to Resolution

FISCAL NOTES

This amendment transfers \$45,000 from the General Fund contingency to the General Fund transfers out. The \$45,000 is then transferred into the Central Services Fund to be used by the Finance Administration division. This amount will be offset by lien search fee increases adopted on January 13, 2004.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION APPROVING BUDGET AMENDMENT #14 TO THE FY 2003-04 ADOPTED BUDGET TO ADJUST APPROPRIATIONS FOR FUNDING OF AN ON-LINE LIEN SEARCH SYSTEM.

WHEREAS, Local Contract Review Board awarded a contract for an on-line lien search system on January 13, 2004 to Net Assets;

WHEREAS, this contract is new and will increase expenditures in the Finance Administration division;

WHEREAS, the contract will be offset by additional revenues generated from an increase in lien search fees;

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The FY 2003-04 Adopted Budget of the City of Tigard is hereby amended as shown in Attachment A to this resolution

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor Pro Tem - City of Tigard

ATTEST:

City Recorder - City of Tigard

Attachment A
FY 2003-04
Budget Amendment # 14

FY 2003-04 Revised Budget	Budget Amendment # 14	Revised Revised Budget
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General Fund

Resources

Beginning Fund Balance	7,065,185		7,065,185
Property Taxes	9,115,977		9,115,977
Grants	82,538		82,538
Interagency Revenues	2,162,454		2,162,454
Development Fees & Charges	290,000		290,000
Utility Fees and Charges	0		0
Miscellaneous Fees and Charges	163,000		163,000
Fines and Forfeitures	434,127		434,127
Franchise Fees and Business Tax	2,748,865		2,748,865
Interest Earnings	156,304		156,304
Bond/Note Proceeds	0		0
Other Revenues	36,032		36,032
Transfers In from Other Funds	2,227,982		2,227,982
Total	\$24,482,464	\$0	\$24,482,464

Requirements

Community Service Program	9,560,276		9,560,276
Public Works Program	2,473,000		2,473,000
Development Services Program	2,373,396		2,373,396
Policy & Administration Program	310,775		310,775
General Government	0		0
Program Expenditures Total	\$14,717,447	\$0	\$14,717,447
Debt Service	\$0		\$0
Capital Improvements	\$0		\$0
Transfers to Other Funds	\$3,899,721	\$45,000	\$3,944,721
Contingency	\$962,783	(\$45,000)	\$917,783
Total Requirements	\$19,579,951	\$0	\$19,579,951
Ending Fund Balance	4,902,513		4,902,513
Grand Total	\$24,482,464	\$0	\$24,482,464

Central Services Fund

Resources

Beginning Fund Balance	523,050		523,050
Interest Earnings	10,461		10,461
Transfers In from Other Funds	4,413,623	45,000	4,458,623
Total	\$4,947,134	\$45,000	\$4,992,134

Requirements

Policy & Administration Program	3,559,741	45,000	3,604,741
General Government	394,920		394,920
Program Expenditures Total	\$3,954,661	\$45,000	\$3,999,661
Debt Service	\$0		\$0
Capital Improvements	\$0		\$0
Transfers to Other Funds	\$73,614		\$73,614
Contingency	\$262,334		\$262,334
Total Requirements	\$4,290,609	\$45,000	\$4,335,609
Ending Fund Balance	656,525		656,525
Grand Total	\$4,947,134	\$45,000	\$4,992,134

AGENDA ITEM # _____
FOR AGENDA OF January 13, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A RESOLUTION APPROVING BUDGET AMENDMENT #15 TO THE FY 2003-04 BUDGET TO CARRY OVER FUNDS FOR REPLACEMENT OF POLICE VEHICLES

PREPARED BY: Craig Prosser DEPT HEAD OK CP CITY MGR OK WAn

ISSUE BEFORE THE COUNCIL

Should the Council amend the General Fund Budget to carry-over funds to allow the purchase of police vehicles?

STAFF RECOMMENDATION

Approve Budget Amendment #15

INFORMATION SUMMARY

In FY 2002-03, the Police Department budgeted to replace five vehicles. The Department ordered these vehicles in the spring of 2003 off of the state contract, but the vendor was unable to deliver these vehicles until after July 1. Under Generally Accepted Accounting Practices (GAAP), expenses are recorded when goods are received, not when orders are placed. This expense was, therefore charged to the FY 2003-04 budget. The Department had no budget in FY 2003-04 for the purchase of vehicles.

Because the vehicle replacement appropriation was not spent in FY 2002-03, the ending fund balance carried into FY 2003-04 as a beginning fund balance is higher than anticipated. Under Oregon Local Budget Law, however, this higher than anticipated beginning fund balance in FY 2003-04 cannot be recognized or appropriated without an extensive process. Budget Amendment #15, therefore, transfers the necessary funds from the General Fund contingency rather than directly appropriating carry-over funds.

OTHER ALTERNATIVES CONSIDERED

Do not approve Budget Amendment #15. The Department will show a year-end over-expenditure in capital outlay. It may or may not overspend its total budget.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

NA

ATTACHMENT LIST

Resolution, including Attachment A to the Resolution.

FISCAL NOTES

This Resolution transfers \$63,537 from the General Fund contingency to the Police Department budget.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION APPROVING BUDGET AMENDMENT #15 TO THE FY 2003-04 BUDGET TO CARRY OVER FUNDS FOR REPLACEMENT OF POLICE VEHICLES

WHEREAS, In FY 2002-03 the Police Department budgeted to replace four Police vehicles, and

WHEREAS, The Department ordered these vehicles in the spring of 2003, and

WHEREAS, The vendor was unable to deliver the vehicles until after July 1, 2003, and

WHEREAS, Because the vehicles were not received until FY 2003-04, according to Generally Accepted Accounting Principles, the expense must be recorded in FY 2003-04, and

WHEREAS, Funds not spent in FY 2002-03 were carried forward into FY 2003-04, and

WHEREAS, It is now necessary to amend the FY 2003-04 Budget to allow expenditure of funds carried forward.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1. The FY 2003-04 Budget of the City of Tigard is hereby amended as shown on Attachment A to this resolution to transfer \$63,537 from the General Fund Contingency to the Police Department, Operations Division, Capital Outlay for the purchase of replacement vehicles.

SECTION 2. This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

Attachment A
FY 2003-04
Budget Amendment # 15

FY 2003-04 Revised Budget	Budget Amendment # 15	Revised Revised Budget
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General Fund

Resources

Beginning Fund Balance	7,065,185		7,065,185
Property Taxes	9,115,977		9,115,977
Grants	82,538		82,538
Interagency Revenues	2,162,454		2,162,454
Development Fees & Charges	290,000		290,000
Utility Fees and Charges	0		0
Miscellaneous Fees and Charges	163,000		163,000
Fines and Forfeitures	434,127		434,127
Franchise Fees and Business Tax	2,748,865		2,748,865
Interest Earnings	156,304		156,304
Bond/Note Proceeds	0		0
Other Revenues	36,032		36,032
Transfers In from Other Funds	2,227,982		2,227,982
Total	\$24,482,464	\$0	\$24,482,464

Requirements

Community Service Program	9,560,276	63,537	9,623,813
Public Works Program	2,473,000		2,473,000
Development Services Program	2,373,396		2,373,396
Policy & Administration Program	310,775		310,775
General Government	0		0
Program Expenditures Total	\$14,717,447	\$63,537	\$14,780,984
Debt Service	\$0		\$0
Capital Improvements	\$0		\$0
Transfers to Other Funds	\$3,899,721		\$3,899,721
Contingency	\$962,783	(\$63,537)	\$899,246
Total Requirements	\$19,579,951	\$0	\$19,579,951
Ending Fund Balance	4,902,513		4,902,513
Grand Total	\$24,482,464	\$0	\$24,482,464

AGENDA ITEM # _____
FOR AGENDA OF January 13, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A RESOLUTION APPROVING BUDGET AMENDMENT #16 TO THE FY 2003-04 BUDGET TO CREATE A RIGHT OF WAY PROGRAM COORDINATOR POSITION IN THE ENGINEERING DEPARTMENT

PREPARED BY: Craig Prosser DEPT HEAD OK CP CITY MGR OK WJA

ISSUE BEFORE THE COUNCIL

Should the Council amend the FY 2003-04 Adopted Budget to create a new position of Right of Way Program Coordinator in the Engineering Department to improve management of City rights of way?

STAFF RECOMMENDATION

Approve Budget Amendment #16

INFORMATION SUMMARY

The City Council adopted a goal for 2003 to improve management of City rights-of-way. The City commissioned a study of its rights-of-way policies, procedures, and fees as a first step in achieving this goal. That study was presented to the City Council in workshop session on July 13, 2003. Study recommendations included the following:

1. Consider increasing permit fees to recoup City direct and indirect costs for managing the ROW.
2. Consider instituting a permit application fee.
3. Consider requiring all users of the ROW (including City Water, Sanitary Sewer, and Storm Sewer utilities) to obtain permits before working in the ROW.
4. Consider increasing franchise fees or instituting a privilege tax on utilities as allowed by State law.
5. Consider assessing a franchise fee on the City's water utility.
6. Consider automating permit issuance and inspection processes to expedite reviews, link inspections to issued permits, provide access to permit information online, mechanically route permits, receive drawings electronically, and generate management reports.
7. Consider mapping permits issued to better monitor work in the ROW.
8. Investigate the use of one automated system to manage all ROW management, accounting, and reporting needs.
9. Develop procedures to ensure that the Street Maintenance Division is informed up front of all issued permits.
10. Require franchised utilities with blanket permits to pay at least an annual permit fee based on forecasted maintenance activities

11. Develop procedures to ensure that all executed franchise agreements include the same language in significant provisions (i.e. compensation, right to audit, reporting, etc.) as is currently done with Telecommunications franchises.
12. Review established procedures to ensure that utilities consistently conduct street cut repairs as required by permit conditions.
13. As part of the permit process, develop procedures to ensure that utilities are contacting the Oregon Utility Notification Center to verify location of existing facilities prior to commencement of work.
14. Consider establishing a Rights-of-Way Manager position, which would coordinate the City's ROW program and negotiate franchise agreements.

Council expressed strong support for implementation of all of these recommendations, and staff has been proceeding accordingly.

Budget Amendment #16 implements recommendation #14, which is key to achieving several other recommendations. The Human Resources Division has reviewed a proposed class specification and established a classification of Right of Way Program Coordinator in the Management/Professional series at salary range 52 (\$39,972 to \$53,568 per year). Budget Amendment #16 establishes this position in the Engineering Department and transfers appropriations to pay the costs of this position for the remainder of the current fiscal year. This position will be included in the FY 2004-05 Proposed Budget.

OTHER ALTERNATIVES CONSIDERED

Do not adopt Budget Amendment #16. Assign these responsibilities to existing staff, which would require a shifting of work programs which would probably result in other work not getting done.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Traffic and Transportation

Goal 1 Improve traffic safety

Goal 2 Improve traffic flow

ATTACHMENT LIST

Resolution, including Attachment A to Resolution

FISCAL NOTES

This amendment transfers \$24,832 from the General Fund contingency to the Engineering Department. This amount is partially offset by fee increases adopted earlier this year. Staff will be presenting other potential fee increases to Council later this fiscal year which would offset the remaining costs.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION APPROVING BUDGET AMENDMENT #16 TO THE FY 2003-04 BUDGET TO
CREATE A RIGHT OF WAY PROGRAM COORDINATOR POSITION IN THE ENGINEERING
DEPARTMENT

WHEREAS, The City Council adopted a goal for 2003 to improve management of City rights-of-way, and

WHEREAS, The City commissioned a study of its rights-of-way policies, procedures, and fees, and

WHEREAS, The Rights-of-Way Management Study recommended that the City create a single position to
coordinate all rights-of-way polices, procedures, and activities, and

WHEREAS, The costs of this position will be covered by fees and charges levied against users of the public
rights-of-way, and

WHEREAS, it is necessary to amend the FY 2003-04 Budget to create this position and to pay its costs for
the remainder of the current fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1. A position of Right-of-Way program Coordinator is hereby established in the
Engineering Department.

SECTION 2. The FY 2003-04 Budget is amended to transfer appropriations from the General Fund
contingency to the Engineering Department, Personal Services as shown in Attachment
A to this resolution to pay the costs of this position.

SECTION 3. This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

Attachment A
FY 2003-04
Budget Amendment # 16

FY 2003-04 Revised Budget	Budget Amendment # 16	Revised Revised Budget
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General Fund

Resources

Beginning Fund Balance	7,065,185		7,065,185
Property Taxes	9,115,977		9,115,977
Grants	82,538		82,538
Interagency Revenues	2,162,454		2,162,454
Development Fees & Charges	290,000		290,000
Utility Fees and Charges	0		0
Miscellaneous Fees and Charges	163,000		163,000
Fines and Forfeitures	434,127		434,127
Franchise Fees and Business Tax	2,748,865		2,748,865
Interest Earnings	156,304		156,304
Bond/Note Proceeds	0		0
Other Revenues	36,032		36,032
Transfers In from Other Funds	2,227,982		2,227,982
Total	\$24,482,464	\$0	\$24,482,464

Requirements

Community Service Program	9,623,813		9,623,813
Public Works Program	2,473,000		2,473,000
Development Services Program	2,373,396	24,832	2,398,228
Policy & Administration Program	310,775		310,775
General Government	0		0
Program Expenditures Total	\$14,780,984	\$24,832	\$14,805,816
Debt Service	\$0		\$0
Capital Improvements	\$0		\$0
Transfers to Other Funds	\$3,944,721		\$3,944,721
Contingency	\$854,246	(\$24,832)	\$829,414
Total Requirements	\$19,579,951	\$0	\$19,579,951
Ending Fund Balance	4,902,513		4,902,513
Grand Total	\$24,482,464	\$0	\$24,482,464

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A RESOLUTION APPROVING BUDGET AMENDMENT #17 TO THE FY 2003-04 BUDGET TO INCREASE APPROPRIATIONS FOR FUNDING OF ADDITIONAL INSPECTION COSTS ASSOCIATED WITH INCREASED BUILDING ACTIVITY

PREPARED BY: Tom Imdieke DEPT HEAD OK cl CITY MGR OK WA

ISSUE BEFORE THE COUNCIL

Should the City Council approve Budget Amendment #17 to the FY 2003-04 Building Inspection budget to cover the additional costs associated with the increased building activity in the area.

STAFF RECOMMENDATION

Approve Budget Amendment #17 to the FY 2003-04 Building Inspection budget.

INFORMATION SUMMARY

The adopted budget for the Building Inspection Division was approved assuming a certain level of building activity would take place in this area. However, actual building activity since adoption of the budget has increased 13% when compared to the total number of building permits issued between July, 2002 and December, 2002. Also, the number of inspections has increased 18% during this same period. The majority of this increase was in residential construction, however, the Building Division is expecting a 2% increase in commercial construction in the City through the next fiscal year. In addition, the increased activity has developed a need for additional plans review as well. Because of this increased activity additional funding is needed to cover the increased costs in the areas of contracted services, part-time help, overtime, and other related materials and services items. The contracted services are for outside assistance for conducting the additional inspections rather than hiring additional City staff.

OTHER ALTERNATIVES CONSIDERED

None

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

Resolution adopting Budget Amendment #17 to the FY 2003-04 Adopted Budget.

FISCAL NOTES

This action would transfer \$98,500 from the contingency in the Building Fund to provide sufficient appropriations to cover the additional costs of inspection.

CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION APPROVING BUDGET AMENDMENT #17 TO THE FY 2003-04 BUDGET TO INCREASE APPROPRIATIONS FOR FUNDING OF ADDITIONAL INSPECTION COSTS ASSOCIATED WITH INCREASED BUILDING ACTIVITY

WHEREAS, The number of building permits issued has increased 13% this year when compared to the period July, 2002 through December, 2002; and

WHEREAS, The Building Division is also expecting a 2% increase in commercial construction in the City through the next fiscal year; and

WHEREAS, The FY 2003-04 Adopted Budget for the Building Division was developed assuming a smaller growth rate in building activity; and

WHEREAS, Because of the increased growth rate, costs of performing the additional inspections and plan reviews has increased and there is a need to increase funding for these services; and

WHEREAS, The Building Fund can support the additional appropriation needed to fund the increased inspection costs.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1. The FY 2003-04 Budget of the City of Tigard is amended as shown in Attachment A to this resolution.

SECTION 2. This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

Attachment A
FY 2003-04
Budget Amendment # 17

FY 2003-04 Revised Budget	Budget Amendment # 17	Revised Revised Budget
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Building Fund

Resources

Beginning Fund Balance	942,281		942,281
Property Taxes	0		0
Grants	0		0
Interagency Revenues	0		0
Development Fees & Charges	1,057,202		1,057,202
Utility Fees and Charges	0		0
Miscellaneous Fees and Charges	0		0
Fines and Forfeitures	0		0
Franchise Fees and Business Tax	0		0
Interest Earnings	18,846		18,846
Bond Proceeds/Principal	0		0
Other Revenues	0		0
Transfers In from Other Funds	451,954		451,954
Total	\$2,470,283	\$0	\$2,470,283

Requirements

Community Service Program	0		0
Public Works Program	0		0
Development Services Program	1,209,220	98,500	1,307,720
Policy & Administration Program	0		0
General Government	0		0
Program Expenditures Total	\$1,209,220	\$98,500	\$1,307,720
Debt Service	\$0		\$0
Capital Improvements	\$0		\$0
Transfers to Other Funds	\$485,146		\$485,146
Contingency	\$242,000	(\$98,500)	\$143,500
Total Requirements	\$1,936,366	\$0	\$1,936,366
Ending Fund Balance	533,917		533,917
Grand Total	\$2,470,283	\$0	\$2,470,283

AGENDA ITEM # 1
FOR AGENDA OF January 13, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Tigard Beyond Tomorrow Vision 2003 Annual Report

PREPARED BY: Liz Newton [Signature] DEPT HEAD OK [Signature] CITY MGR OK [Signature]

ISSUE BEFORE THE COUNCIL

Receive the 2003 Annual Update on the Tigard Beyond Tomorrow Vision.

STAFF RECOMMENDATION

No action is necessary. This is an information item.

INFORMATION SUMMARY

The Tigard Beyond Tomorrow process has now completed its sixth year of working towards the community's long-term goals. The City, school district, and fire district have taken the lead in carrying out some of the action plan items. Other items have required the involvement of local businesses, non-profit agencies, volunteer groups, churches, and the community at large.

Goals and activities in 2003 highlighted the following:

- The introduction of the Focus on Tigard cable television program.
- The continuation of partnerships with businesses and residents to prevent crimes and enhance safety.
- The formation of the Tigard Youth Advisory Council.
- The establishment of a street maintenance fee to help fund street maintenance.
- Construction of a new library.
- Construction of park facilities at Bonita Park.

A brief presentation to the Council on January 13 will summarize highlights of all six of the Tigard Beyond Tomorrow target areas:

1. Community Character and Quality of Life;
2. Growth and Growth Management;
3. Public Safety;
4. Schools and Education;
5. Transportation and Traffic; and
6. Urban and Public Services.

A copy of the 2003 Progress Report is attached. The same report is available at City Hall or on the city's Website. A summary report will be inserted in the February Cityscape that goes out at the end of January.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Changes to Strategies and Action Plan items are highlighted in the 2003 Progress Report

ATTACHMENT LIST

- 2003 Progress Report

FISCAL NOTES

N/A

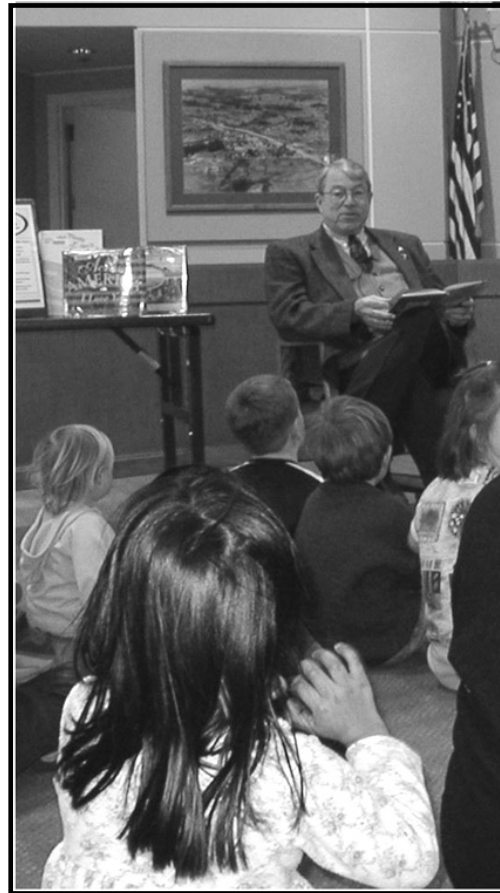
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Tigard Beyond Tomorrow

2003 Progress Report

Dedicated to the
memory of Mayor
James E. Griffith
and his passion for
the youth of our
community

~
Mayor 9/12/2000
through 11/28/2003



Mayor Griffith reading to children
during a Library Program



Supporters of the Tigard Skate Board Park

Partnerships between citizens and local service providers continue to work well. (City of Tigard, Tigard-Tualatin School District, and Tualatin Valley Fire & Rescue)

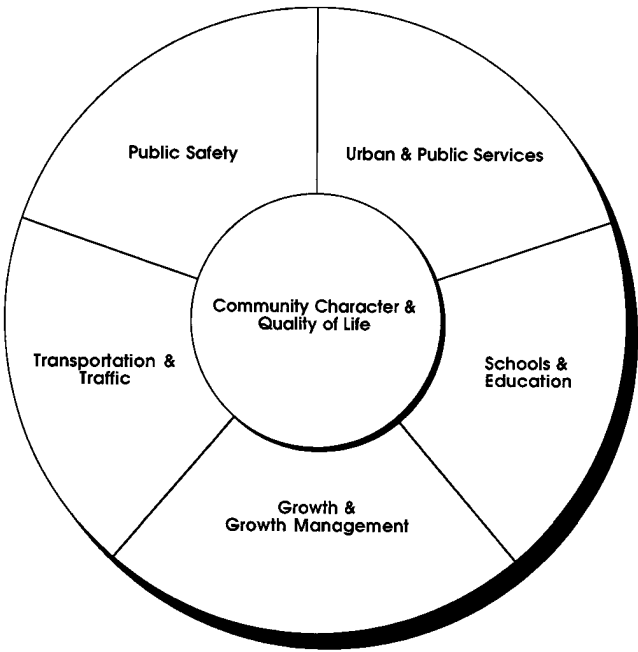
Legend for report sections -

- Report is formatted for an 11 x 17 sheet of paper
- Language indicating change: ~~strikethrough~~ is language deleted and underlined is language added.
- ***Bold italicized lettering indicates special notes.***

A remarkable event happened in the Tigard community in the fall of 1996 and throughout 1997. Residents, government professionals, business people, and community group leaders volunteered to work together to determine what should be the community’s future. Adopting the name “*Tigard Beyond Tomorrow*,” they established a process that would define a vision for our community. Then they identified the resources for implementing that vision through a partnership of individuals and organizations.

The *Tigard Beyond Tomorrow* process has now completed its sixth year of working toward the community’s long-term goals. The City, Fire District and School District have taken the lead in carrying out some of the action plans. Other plans have required the involvement of local businesses, non-profit agencies, volunteer groups, churches, and the community at large. Every person and organization that takes part is making our community’s vision a reality.

The major goals for *Tigard Beyond Tomorrow* were last updated during 2000. Periodically it is important to revisit the direction for the community’s future to ensure it is still valid and offer the opportunity to modify or adjust the direction where situations have changed. The citizen-based Vision Task Force will work with the community to again update the Vision during 2004. All citizens will have the opportunity to share comments and suggestions through a city-wide survey which will be published the end of May in the *Cityscape*.



What is in this report? The Vision Task Force didn’t just develop a direction for the overall community, but developed direction statements for each of the six areas of review as noted in the above graph. In the next several pages, the reader will find information on 2003 activity and achievements in each specific target area and the adjustments to the goals. The six target areas are seen above.

What will Tigard look like in 2017? In 1997, the citizen-based Vision Task Force developed the direction for our community and goals to be achieved by 2017. These principles continue to be the overall direction for our community. Following is our community’s vision statement.

We, as citizens of the Tigard community, are committed to shaping the community’s future in agreement with the direction given through this on-going vision process. This process relies on citizen involvement and participation, and coordinated actions by the community’s decision-makers.

Tigard is a safe, dynamic community supported by coordinated and efficient public services. Funding for services is stable and recipients pay their share.

Citizens are educated about how to access public services and understand their responsibility to participate as members of the community.

There are a variety of opportunities for citizens of all ages to access education programs for life-long learning. Our community recognizes and accepts the responsibility each citizen has in promoting and supporting quality education.

Small and local businesses thrive. Business owners are involved and take responsibility for the impacts their businesses have on the community.

A community value “to respect open spaces and natural features” encourages access to these by our citizens. Many leisure time and recreational opportunities are available for our community.

All of these elements work together to promote and protect Tigard’s individual identity and quality of life.

What is the next step & how can I get involved? Implementation of the enclosed goals and action plans will occur during 2004 along with a major update to the whole vision. These steps are essential to ensure that *Tigard Beyond Tomorrow* continues to be an effective tool to create our future. If you are interested in a particular area of the vision work, please give a call and request more information from one of the organizations listed below.

City of Tigard 13125 SW Hall Blvd Tigard, Oregon 97223 Phone: (503) 639-4171 TDD: (503) 684-2772 http://www.ci.tigard.or.us	Tigard/Tualatin School District 6960 SW Sandberg Road Tigard, OR 97223 Phone: (503) 620-1620 http://www.ttsd.k12.or.us	Tualatin Valley Fire & Rescue 20665 SW Blanton Street Aloha, OR 97007 Phone: (503) 649-8577 http://www.tvfr.com
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Tigard Beyond Tomorrow


Community Character & Quality of Life

Direction Statement:

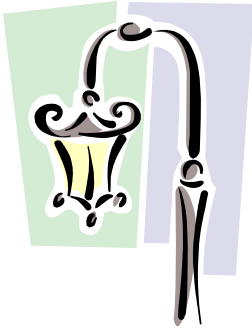
Tigard citizens are involved in their community. Involvement is citizen driven and citizens have the tools to communicate effectively with community-wide decision-makers. Volunteer spirit has been maximized through community-wide coordination of volunteers. Our community supports its volunteers with appropriate training and volunteer recognition. Tigard encourages local, regional and community events. City funding priorities go to events, which move toward financial self-sufficiency, and new community-wide events. Business owners, property owners, and residents of the Main Street Area display strong leadership, ownership, and commitment to downtown development. The Main Street area is seen as a ‘focal point’ for the community. A clear direction has been established for a pedestrian-friendly downtown and is being implemented. The Tigard community has a defined, proactive vision for community aesthetics.

2003 Progress Summary:

Progress was made in all goal areas. Communication methods are continuously reviewed as the City explores cost-effective and efficient means to provide information to a busy and diverse population. The volunteer program is growing and more growth is desired by providing additional activities and welcoming new volunteers. The downtown area business owners and City staff are coordinating efforts to prepare for the future commuter rail station. A number of successful events were planned and held this year. The Balloon Festival was canceled; however, it is planned to return in June 2004. More than a thousand volunteers participated in events and activities in 2003. Community artwork has been identified for the downtown area and the next step will be to find funding to make these proposals a reality.

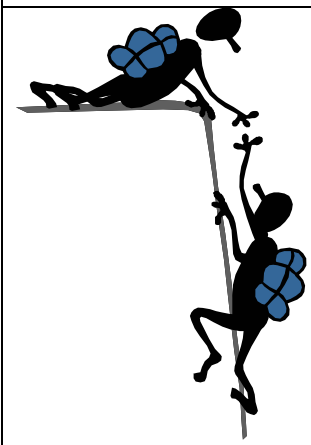
GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
Communication #1) Citizen involvement opportunities will be maximized by providing educational programs on process, assuring accessibility to information in a variety of formats, providing opportunities for input on community issues and establishing and maintaining a program of effective two-way communication. 	1) Improve communication about all aspects of the City’s business.	<ul style="list-style-type: none">➤ Agenda for City meetings and announcements of events are posted in multiple locations throughout a variety of mediums (e.g., kiosks at retail stores, newspapers, website, cable television, bulletin boards, <i>Cityscape</i>, Citizen Involvement Team meetings).➤ Develop effective ways to share information with citizens and service users (e.g., volunteers, website, email, <i>Cityscape</i>).➤ Communicate information about available social services.➤ <u>Investigate an e-mail subscription service for distribution of the <i>Cityscape</i> newsletter.</u>➤ <u>Investigate communication tools to reach an increasingly diverse population.</u>	Ongoing Ongoing Ongoing <u>2004</u> <u>2004</u>	Communication was again a Council goal. A new cable program, Focus on Tigard, was produced monthly. A revised Communication Plan was distributed to all City departments in August. The City continues to add new features to the web page and as of September 30, 2003, visits to the City’s web page increased from 30,825 to 34,549 per month.
	2) Evaluate the Citizen Involvement Team (CIT) Program. <u>effectiveness of the communication tools used.</u>	<ul style="list-style-type: none">➤ Examine the effectiveness of the use of cable broadcasting facilities, <u>web page, <i>Cityscape</i>, Community Connectors, press releases and other communication tools.</u>➤ Continue to use the <i>Cityscape</i> to feature the CIT <u>“Focus on Tigard”</u> program.	Ongoing Ongoing	Nine <i>Cityscape</i> issues in 2003 and other communication tools were utilized, which included additions to features on the web page, frequent press releases, adding new community connectors, and development of communication plans for large City projects. In addition, staff and Council members presented information to citizen groups and community organizations on the Bull Mountain annexation plan, financial information and various city programs and services.
	3) Encourage public participation through accessibility and education.	<ul style="list-style-type: none">➤ Continue to make Council meetings (study meetings) accessible.➤ Sponsor Annual Residents Open House for existing and new residents; promote volunteer opportunities.➤ Update the New Citizens Packet.➤ Improve communication of Council decisions in a variety of formats.➤ Develop community education programs on local government and its services.➤ <u>Contact other local governments and request samples of communication plans.</u>	Ongoing Ongoing <u>2003 Ongoing</u> Ongoing <u>2002 Ongoing</u> <u>2004</u>	The New Citizens Packet was updated and reformatted in 2003. Focus on Tigard programming for 2003 included educational productions on the capital improvements program, Bull Mountain Annexation Plan, affordable housing, housing code, volunteers, city parks, long-term water supply, commuter rail, downtown planning and code enforcement.

Community Character & Quality of Life - continued

GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
Volunteerism #1) City will maximize the effectiveness of the volunteer spirit to accomplish the greatest good for our community.	1) Keep current volunteer program healthy and active.	<ul style="list-style-type: none">➤ Maintain an inventory of current volunteer opportunities.➤ <u>Sponsor four large volunteer events each year in April, May, September and October</u>➤ Continue to sponsor “Make a Difference Day.”➤ Maintain a Volunteerism Program for students.➤ Continue to use <i>Cityscape</i> to facilitate the Volunteer Program.➤ <u>Add new volunteers and keep track of how many new people volunteer.</u>	Ongoing <u>2004</u> Annual Event Ongoing Ongoing <u>2004</u>	Volunteers were involved in day-to-day activities and also provided special assistance to maintain the Butterfly Garden and the Sorg Rhododendron Garden. A Youth Advisory Council and a Park and Recreation Advisory Board were formed. Youth volunteers worked on community service projects and these projects also provided several youth an opportunity to serve in a leadership role. Youth court is now held in Tigard and court-ordered volunteer service for youth is being coordinated by staff.
 Central Business District (CBD) #1) Provide opportunities to work proactively with Tigard Central Business District Association (TCBDA) businesses and property owners and citizens of Tigard to set the course for the future of the central business district.	1) Work proactively with TCBDA for long-term planning.	<ul style="list-style-type: none">➤ Consider financing options and opportunities proposed by the TCBDA (e.g., Economic Improvement District).➤ Determine levels of City planning and engineering resources that can be utilized by the TCBDA.	Ongoing Ongoing review	The State approved Tigard’s Transportation Growth Management (TGM) Grant request for downtown improvements. The scope of work needs to be finalized and a consultant selected.
	2) Monitor City’s regulations for the Central Business District.	<ul style="list-style-type: none">➤ Review zoning code - how does it support the TCBDA mission statement. *➤ “Court” family-oriented business through design criteria. *➤ Explore grant programs and/or matching funds.➤ Revise parking regulations in Central Business District. *➤ Develop long-term strategy w/ODOT re: 99W widening & affects on CBD.	Ongoing <u>2002 Ongoing</u> <u>2002 Ongoing</u> <u>2002 Completed</u> Ongoing	Members of the Downtown Task Force met with the Council twice in 2003. On March 25, Council approved the recommendation by the Downtown Task Force for a design plan of the Commuter Rail Station. TriMet has stated they plan to use this design for all new commuter rail stations. Council has designated a meeting date in 2004 to focus on strategic planning for transportation needs throughout the City.
	3) Develop strategies for public improvements in Tigard’s central business district area (this area includes Main Street) and adjacent areas.	<ul style="list-style-type: none">➤ Develop “gateway” portal improvements (e.g. “Welcome to Tigard”).➤ Install special street-lighting fixtures reflecting theme.➤ Showcase Fanno Creek Park – use as a connection to the community.➤ Install public restrooms.➤ Develop pedestrians/bicycle connectivity.➤ Establish an area in the central business district as a focal point for public gatherings and community events.➤ Coordinate all of the above with TCBDA.	<u>2003 2004</u> <u>2003 2005</u> <u>2003 Ongoing</u> Ongoing Ongoing Ongoing <u>Ongoing</u>	An application for Community Development Block Grant Funds has been submitted. If approved, this grant would construct a sidewalk between Lincoln and Main Streets. The Grant/Main and Hall Boulevard segments of the Fanno Creek Trail are scheduled for 2004 construction. TCBDA sponsored three community events in the downtown area: Tigard Blast, Trick or Treat Downtown, and the Tree Lighting Festivity.
Community Events #1) Develop overall approach for sponsoring community events that establishes balance among popular or traditional standing events, requests for support of new events and limited City resources.	1) Maintain philosophy developed for City event sponsorship.	<ul style="list-style-type: none">➤ Consider new City events to carry out Council’s philosophy.➤ Encourage adding more community-based events rather than “destination” events (e.g., Balloon Festival).➤ Create a resource group to be available to assist with new events. <u>directory identifying individuals (with their permission) who could give advice to new event planners on how to plan a community event.</u>	Ongoing Ongoing <u>2003 2004</u>	Special Tigard events in 2003 included Korean War Commemorative activities, Trick or Treat Downtown, Tigard Blast, Tree Lighting Festivity, Broadway Rose Theatre productions, Old Fashioned 4 th of July Celebration, Make a Difference Day and SOLV events. The 2003 Balloon Festival was canceled due to some financial and planning impediments; a new planning group has formed and it is anticipated that the Balloon Festival will return in June 2004.

* = Measure 7 was overturned by Oregon Supreme Court in 2002.
Tigard will work with League of Oregon Cities to determine how to proceed by working with the State Legislature in 2003.

Community Character & Quality of Life - continued


GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
	2) Develop an understandable, step-by-step process to assist event volunteers.	<ul style="list-style-type: none">➤ Develop “how to” packets for event organizers to assist event planning and coordination.➤ Evaluate City insurance umbrella policy; consider riders for sanctioned events.➤ Encourage events, such as Tigard Farmer’s Market and Tigard Blast, to be centrally located in the Central Business District area.	2003 <u>2004</u> Ongoing Ongoing	The Tigard Skate Park Task Force was given the go ahead to site a skate park at the Tigard City Hall property after the new library opens and funds are raised to construct the skate park facilities. In addition, once the new library opens, there may be other City-owned sites in the central-Tigard area that might be considered for events such as the Tigard Farmer’s Market should the Market need to relocate in the future.
#2) On-going community-events are financially self-sufficient long-term.	See Action Plan notes.	<ul style="list-style-type: none">➤ Council developed philosophy for City events in 1998. This was not identified as a criterion for consideration of funding for a community event.	N/A	N/A
Community Aesthetics #1) Identify projects and activities designed to promote and enhance defined aesthetic qualities valued by those who live and work in Tigard.	1) Balance development and aesthetic needs.	<ul style="list-style-type: none">➤ Develop a list of methods for dedication or acquisition of open space.➤ Consider design of portal areas into Tigard to give the community a more defined entrance (e.g., special signage, landscaping themes, etc.).➤ Support a “community arts” effort of City staff, Tigard-Tualatin School District staff, and citizens for acquisition and display and construction of community art projects.	2002 <u>2004</u> 2003 <u>2004</u> Ongoing	Suggestions for artwork at the portals to downtown were prepared. Review by the downtown planning groups is needed and funding identified if the portal artwork is to become a reality. A City staff member represents City of Tigard at ART (Art Resources of Tigard) meetings. ART is developing a website. A competition was held for a mural design, which will be located downtown. A conceptual mural design was selected in 2003. In 2004, funding needs to be identified. The Downtown Task Force is reviewing art projects in conjunction with the Commuter Rail Station.

QUESTIONS OR COMMENTS? Please contact the following staff person: Cathy Wheatley, City Recorder, 503-639-4171 ext. 2410 - e-mail cathy@ci.tigard.or.us


***For the Vision Task Force:** Should a goal be developed that considers the demographic information indicating that the City of Tigard is becoming an increasingly diverse community (ages, cultures, economic situation, education, skills, abilities, etc.)?*

Tigard Beyond Tomorrow


Growth & Growth Management

Direction Statement: Tigard continues to grow. Growth is accommodated while protecting the character and livability in new and established neighborhoods. The City encourages and supports private sector programs to maintain diverse and affordable housing. Urban services are provided to all citizens within Tigard’s Urban Growth Boundary. Recipients of services pay their share. Local and small businesses are encouraged as an important part of our community and our economy. The City of Tigard is an active participant in regional issues. Its citizens are educated about issues in our region and take advantage of opportunities to participate in decision-making processes.		2003 Progress Summary: Considerable growth has been seen over the last year, especially with residential development. All development meets land use standards called for in the Community Development Code. The Affordable Housing Set-Aside assists affordable housing providers by offsetting permit fees. The Public Facilities and Services Plan for Bull Mountain was completed, setting the foundation for the preparation of the Bull Mountain Annexation Plan. Washington County has developed a Parks SDC that would become effective with adoption of the Bull Mountain Annexation Plan. The City continues to be actively involved in the Chamber of Commerce and other civic organizations.		
GOAL	STRATEGY	ACTION PLANS	TIMELINES	PROGRESS DETAILS
<div>#1) Growth is accommodated while protecting the character and livability of new and established areas while providing for natural environment and open space throughout the community.</div> 	1) Review and modify development code sections to integrate open space preservation and protection into design standards.	<div>➤ Analyze code sections to indicate amount of <u>as issues arise concerning</u> open space in residential development in Tigard.</div> <div>➤ Evaluate <u>and review</u> code to assure that design of transportation facilities include natural features and promote connectivity to open space, greenways, and natural area access.</div>	<div>2003-2004 <u>Ongoing</u></div> <div>2004-2005</div>	<div>➤ City Council initiated a review of the Planned Development standards of the Community Development Code. Council is particularly concerned about density bonus provisions.</div> <div>➤ The City has adopted the Tigard Transportation System Plan, which includes construction standards that address open space, greenways and natural area access.</div>
	2) Develop and implement design standards that preserve and protect open space, greenways, and natural areas.	<div>➤ Amend code to promote design that includes natural features and promotes connectivity to open space, greenways, and natural area access.</div> <div>➤ Develop a public process for adequate development/design review.</div>	<div>2003-2004 <u>2004 - 2005</u></div> <div>2004-2005</div>	<div>➤ The Washington Square Regional Center pedestrian path between Hall Blvd. and Greenburg Road received funding from Metro for design of the entire length and construction between Hall Blvd. and Hwy. 217. The City is working with the Tualatin Basin Partners on statewide Goal 5 regulations to preserve and protect open space, greenways, and natural areas.</div> <div>➤ N/A</div>
	3) Create infill, increased densities and redevelopment policies to allow compatible accommodation of future growth.	<div>➤ Evaluate infrastructure needs to accommodate infill, redevelopment and increased densities.</div> <div>➤ Consider commercial zoning in Bull Mountain area when expansion of Urban Growth Boundary occurs through the Metro concept planning process.</div> <div>➤ Evaluate whether it is appropriate to maintain the ability for new residential development on large lots.</div> <div>➤ Protect natural resource areas from the impacts of increased growth.</div> <div>➤ Provide an educational element that informs and educates the public.</div> <div>➤ Parks financing – get the County to collect and hold Parks System Development Charges (SDCs) for the appropriate park provider in developing unincorporated lands within the Urban Growth Boundary.</div>	<div>Ongoing</div> <div>7/03-7/04</div> <div>7/03-7/04 <u>Complete</u></div> <div>Ongoing</div> <div>Ongoing</div> <div>Ongoing <u>2004</u></div>	<div>➤ The Downtown Task Force will be evaluating infrastructure needs for the Downtown. The Bull Mountain Public Facilities and Assessment Report evaluates infrastructure needs for unincorporated Bull Mountain.</div> <div>➤ Will be considered as part of the concept plans for the Urban Growth Boundary expansion areas.</div> <div>➤ Current code addresses large lot developments. Future updates of the Comprehensive Plan can also give consideration to large lot developments.</div> <div>➤ The City is working with the Tualatin Basin Partners on Goal 5 regulations to preserve and protect open space, greenways, and natural areas.</div> <div>➤ Carry over action plan for the following year.</div> <div>➤ Washington County has enacted a Parks SDC Ordinance that will become effective with adoption of the Bull Mountain Annexation Plan.</div>

Growth & Growth Management - continued

GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
	4) Address the Tigard Town Center and the areas designated as Corridors in the 2040 Growth Plan.	<div>➤ Address pedestrian issues in the Town Center.</div> <div>➤ Initiate community planning for commuter rail.</div> <div>➤ Consider redevelopment of existing industrial land <u>uses</u> in the Town Center.</div> <div>➤ Provide an educational element that informs and educates the public.</div>	<div>Ongoing</div> <div>2003-2004 <u>Complete</u></div> <div>Ongoing</div> <div>Ongoing</div>	<div>➤ The Downtown Task Force conducted an inventory of pedestrian improvements throughout the Downtown and will be considering pedestrian and streetscape standards as part of a State planning grant.</div> <div>➤ The Task Force went through a process for design standards for a commuter rail station. Council adopted the standards and forwarded to TriMet.</div> <div>➤ The Task Force is going through a planning process that will consider redevelopment, land use, etc., for the Downtown.</div> <div>➤ Metro is the lead agency in developing educational programs. The City is working with Metro to educate the public about the 2040 Growth Plan.</div>
	5) Address planning and growth issues associated with the Regional Center.	<div>➤ Provide an educational element that informs and educates the public.</div> <div>➤ <u>Consider funding programs to address Regional Center's infrastructure needs.</u></div>	<div>Ongoing</div> <div><u>2006-2008</u></div>	<div>➤ Initiated with adoption of Regional Center Plan. On-going education through meetings with potential developers and pre-application conferences.</div> <div>➤ New action plan.</div>
<div>#2) Urban services are provided to all citizens within Tigard's urban growth boundary and recipients of services pay their share.</div> <div></div>	1) Adopt criteria that outlines when and under what circumstances areas on Bull Mountain will annex.	<div>➤ Provide targeted education program aimed at newcomers and specific Bull Mountain areas. <u>regarding annexation of Bull Mountain.</u></div> <div>➤ Reach agreement with Wash. County that allows full provision of services by City including police service and annexation.</div> <div>➤ Expand ability to get annexation waivers for provision of sewers to Bull Mountain.</div> <div>➤ Create agreement with County that establishes under what conditions City will accept County facilities.</div>	<div>2003-2004</div> <div>Ongoing <u>Complete</u></div> <div>Ongoing</div> <div>2003-2004</div>	<div>➤ Bull Mountain Annexation Plan underway – numerous education programs developed (<i>Cityscape</i>, Focus on Tigard, and question & answer sheets).</div> <div>➤ Tigard Urban Services Agreement (TUSA) signed effective February 2003. Does not include Police services.</div> <div>➤ Waivers of Remonstrance are collected with annexations for new developments adjacent to City limits.</div> <div>➤ The Bull Mountain Annexation Plan addresses acceptance of public facilities.</div>
	2) Adopt a plan to educate Metzger residents about annexation to Tigard.	<div>➤ Provide targeted education program aimed at newcomers and specific Metzger areas.</div> <div>➤ Reach agreement with Wash. County that allows full provision of services by City including police service and annexation.</div> <div>➤ Expand ability to get annexation waivers for provision of sewers to Metzger.</div> <div>➤ Create agreement with County that establishes under what conditions City will accept County facilities.</div>	<div>2003-2004 <u>2004-2005</u></div> <div>2005-2006</div> <div>2005-2006</div> <div>2004-2005</div>	<div>➤ Developing general annexation strategy for unincorporated areas; TUSA indicated that Metzger will be considered in the future. The Bull Mountain Annexation Plan is a template that Council may use to proceed with annexation of Metzger.</div>
	3) King City and City of Tigard common Urban Growth Boundary annexation.	<div>➤ Explore existing city boundaries with King City, the urban growth boundary down to the Tualatin River for possible annexation.</div>	<div>2004 <u>Complete</u></div>	<div>➤ King City determined its ultimate services boundary, addressing this strategy.</div>

Growth & Growth Management - continued


GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
 <p>#3) Partnerships for advocacy for development of additional units and preservation of affordable housing are encouraged and supported by the City and the community.</p>	1) Implement a program to educate Tigard citizens about the importance of affordable housing.	<ul style="list-style-type: none">➤ Start <u>Continue</u> community dialogue on issues associated with affordable housing.➤ Develop outreach program including <i>Cityscape</i> articles, press releases, speaking opportunities, outreach to businesses, churches, senior centers and community based organizations.➤ Implement outreach program.➤ The term affordable housing needs definition and to be better understood by the community.➤ Public understands the resources that are available and the process to access them.	Ongoing Ongoing Ongoing Ongoing Ongoing	<ul style="list-style-type: none">➤ Tigard Affordable Housing Program adopted and posted on City website.➤ Local cable program on affordable housing aired in September.➤ Distributed flyers and posters on housing connections; and online listing of affordable and special needs service providers.➤ The Region is working on what constitutes affordable housing.➤ Local cable program on affordable housing aired in September.
	2) Make incentive programs available to providers of affordable housing units.	<ul style="list-style-type: none">➤ Implement Council direction.➤ Develop <u>Continue</u> outreach program to “advertise” incentives.	Ongoing 2002-2003 <u>Ongoing</u>	<ul style="list-style-type: none">➤ Information on Tigard’s housing development fee subsidy program distributed to housing providers and posted online.➤ Information is placed on the City’s website; City sends notices to housing providers on application submittals.
	3) Review City’s zoning code and Comprehensive Plan policies to provide maximum opportunities for affordable housing.	<ul style="list-style-type: none">➤ Track the number of existing and new affordable housing units.	Ongoing	<ul style="list-style-type: none">➤ The City tracks affordable housing managed by non-profit providers. An annual report is provided to Metro.
	4) Incorporate affordable housing policies into study of Downtown, Washington Square, and other mixed use areas.	<ul style="list-style-type: none">➤ <u>Affordable housing should be considered with development of the Downtown Redevelopment Plan.</u>	<u>2004-07</u>	<ul style="list-style-type: none">➤ The Downtown Task Force will consider affordable housing in the Downtown Plan.
	5) Strengthen ties between City, Wash. County, and other Wash. County cities to jointly provide affordable housing.	<ul style="list-style-type: none">➤ Support Wash. County and other non-profit entities’ development of subsidized units in Tigard.➤ Work with other local jurisdictions to develop affordable housing programs and help them understand the value of affordable housing.➤ Participate in the Vision Action Network and support the county-wide Affordable Housing Trust Fund.	Ongoing 2003 <u>Ongoing</u> 2003-2004 <u>Ongoing</u>	<ul style="list-style-type: none">➤ City provided \$10,000 in fee relief for rehabilitation of Bonita Villa Apartments, owned and managed by County Housing Services.➤ City is a member of the Countywide Housing Advocacy Group.➤ City participates in the County Task Force. The Affordable trust fund has been created.
	6) HOMELESS - Implement programs aimed at preventing homelessness.	<ul style="list-style-type: none">➤ Develop resource brochures for distribution that identify community resources.➤ Develop landlord education programs to be held quarterly that provide tools to help prevent homelessness.➤ Develop resource center for services that may impact homelessness.➤ Identify resources available for emergency housing, such as vouchers.	2003-2004 2003-2004 2003-2004 <u>Complete</u> 2004-2005 <u>Complete</u>	<ul style="list-style-type: none">➤ City annually contributes to operating budget of Good Neighbor (Homeless) Center.➤ Discontinued due to lack of participation by landlords.➤ Good Neighbor Center provides services.➤ Good Neighbor Center provides services.
	7) HOMELESS - Investigate tools to provide emergency housing.	<ul style="list-style-type: none">➤ Identify potential providers/agencies that provide info on emergency housing.➤ Prepare written materials to distribute regarding emergency housing.➤ Provide phone number with recorded information for emergency housing.➤ <u>Review opportunities to support a regional emergency information and referral resource center.</u>➤ <u>The City, through community non-profit organizations, develops a plan and sites for inclement weather shelter(s).</u>	Ongoing Ongoing Ongoing <u>2004-2005</u> <u>2003-2004</u>	<ul style="list-style-type: none">➤ Focus on Tigard cable presentation was prepared and produced on affordable housing, including housing for homeless. Good Neighbor Center provides services.➤ New action plan.

Growth & Growth Management - continued


GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
#4) Local and small businesses are encouraged as an important part of our community and economy.	1) Attract, retain and assist local businesses.	<div>➤ Assure input is received from local businesses as development codes are developed.</div> <div>➤ Assure that planning and transportation efforts facilitate access to local businesses.</div> <div>➤ Explore incentives to encourage & recruit new small businesses in Tigard.</div> <div>➤ <u>Explore new financial tools to encourage and assist redevelopment.</u></div>	<div>Ongoing</div> <div><u>Ongoing Complete</u></div> <div>Ongoing</div> <div><u>2006-2008</u></div>	<div>➤ City considering providing a dynamic, searchable properties map on the internet to aid in helping businesses find suitable sites for development.</div> <div>➤ The recently adopted Tigard Transportation System Plan provides access management standards.</div> <div>➤ Recently partnered with Regional Economic Development Partners and established economic development as a goal.</div> <div>➤ N/A</div>
#5) The community is able to effectively participate in decision-making processes because they understand the land-use system.	1) Develop <u>Enhance</u> land use education program <u>tools.</u>	<div>➤ Prepare written materials on land use program.</div> <div>➤ Continue <u>Focus on Tigard</u> program on land use processes.</div> <div>➤ <u>Utilize the web as an effective educational tool.</u></div>	<div>Ongoing</div> <div>Ongoing</div> <div><u>Ongoing</u></div>	<div>➤ Information bulletins printed for variances, tree removal permits, subdivisions, street vacations, adjustments, annexation, conditional use permits, site plans, site development review, lot line adjustments, and land partitions.</div> <div>➤ Focus on Tigard presentation was prepared and produced for TV cable viewers.</div> <div>➤ New action plan.</div>

QUESTIONS OR COMMENTS? Please contact Jim Hendryx, Community Development Director, 503-639-4171 ext. 2443 e-mail: jimh@ci.tigard.or.us


Tigard Beyond Tomorrow
Public Safety

Direction Statement: Tigard is a safe place to live, play, and do business, with efficient public safety services coordinated by police, fire, and emergency management providers. Citizens and businesses are well educated about public safety services; Tigard’s citizens understand their role and responsibilities for the safety of themselves and their community, and businesses take a proactive role for their responsibility in protecting their investment in the community. Public Safety service providers plan for their service delivery in such a way as to minimize the negative impacts of the regional populations that travel to and through our community each day. Stable funding provides uninterrupted public safety services at desired levels.		2003 Progress Summary: The community residents, business owners and public safety service providers have worked together through such programs as Neighborhood Watch, CPTED, ESP, Downtown Merchants, and partnership agreements to prevent crimes and enhance safety, with communication being a primary tool. The Police Department and Fire District have received grants to assist with funding needs and have introduced processes to reduce costs in a variety of ways. The City and TVF&R have participated in County-wide emergency preparedness drills, and have provided regular updates through the City’s web page and the Library. Tigard received a CERT Grant (Community Emergency Response Teams) which will be used to train citizens to assist others in their neighborhood in emergency situations.		
GOAL	STRATEGY	ACTION PLANS	TIMELINES	PROGRESS DETAILS
	1) Re-energize existing neighborhood watch areas.	<ul style="list-style-type: none">➤ Determine status of existing Neighborhood Watch areas.➤ Educational promotion for existing Watch Programs.➤ Measure effectiveness of Active Watch Programs.	Ongoing Ongoing Ongoing	Currently there are 82 Neighborhood Watch (N.W.) groups. We are about to roll out an electronically mapped N.W. locator and it will be available on the City website. Currently developing methods to test effectiveness and overall understanding of the Program.
	2) Expand Neighborhood Watch Program.	<ul style="list-style-type: none">➤ Develop Watch Programs in additional or new neighborhoods.➤ Educational promotion for new Watch Program areas.➤ Measure effectiveness of active new Watch Programs.	Ongoing Ongoing Ongoing	Community events held this past year include: Tigard’s Old Fashioned 4 th of July Celebration, National Night Out and Police Neighborhood Outreach Meetings. These provided information on N.W. and 8 Neighborhood Watches were initiated or revitalized as a result of these events in 2003.
	3) Implement Crime Prevention Through Environmental Design (CPTED) to assist efficient and effective public safety response to calls for service.	<ul style="list-style-type: none">➤ Implement CPTED with Public Safety providers reviewing and commenting on all land use applications received by the City.	Ongoing	Numerous security evaluations were conducted throughout the past year for both businesses and residences to identify security and safety weaknesses and suggest corrective action. CPTED information provided on community access cable TV.
	4) Implement Enhanced Safety Properties Program (ESP) to assist safety and emergency responses to multi-family complexes.	<ul style="list-style-type: none">➤ Implement ESP program with multi-family dwelling units (apartments) within the City.➤ Increased emphasis through education will be provided for the ESP.	Ongoing Ongoing	Throughout the year information has been provided in response to requests, but no new rental properties have initiated and completed the required steps to become certified. The Crime Prevention Assoc. of Oregon is currently evaluating ways for rental properties to more efficiently gain compliance and certification for ESP.
	5) Develop business crime prevention program for the Main Street business area.	<ul style="list-style-type: none">➤ Educate downtown merchants.	Ongoing	The downtown merchants and patrol have developed a plan for dealing with graffiti immediately and conducting prompt clean up of the area. Police are facilitating clean ups, conducting investigations and increasing patrols. Tigard Police addresses transient problems with quick response, including a dayshift bicycle officer, to deal with transients and related garbage problems.

Public Safety - continued

GOAL	STRATEGY	ACTION PLANS	TIMELINES	PROGRESS DETAILS
	6) Specifically address crime and public safety concerns through partnerships.	<ul style="list-style-type: none">➤ Form partnership agreements to address issues.➤ Develop partnership forms to be agreed to by partner and police to address concerns.➤ Establish criteria of responsibility for partner and police to address issues.➤ Track number of agreements, success rate and results➤ <u>Explore new partnerships with Washington Square Mall.</u>	Ongoing Ongoing Ongoing <u>Ongoing</u>	<p>More than 10 partnerships have been formed with schools, neighborhoods and businesses. Examples are: Traffic Team and CF Tigard (to address speeding in School zones); Traffic Team with Fowler and Twality Jr. High Schools (lunch time Q & A with students); Good Neighbor Center, TriMet, St. Anthony’s, Washington Square, Main Street Business Association, and numerous apartment complexes (dealing with specific problems).</p> <p>In anticipation of the Wash. Square expansion, Police Department is entering into discussions with the Square and City Council to determine whether to open and staff a storefront operation at the Mall.</p> <p>Working in the Tigard-Tualatin School District by TVF&R has resulted with development of a fire setting policy in the school district to deal with kids prior to arson charges being brought against the child. This includes measurable criteria for child evaluation and a mechanism to put the student through an arson education counseling program at the Fire District.</p>
	7) Fire Safety education will be effectively promoted within the community.	<ul style="list-style-type: none">➤ Education will be targeted to the residential and business communities.➤ TVF&R will re-evaluate the business self-inspection program.	2001 & 2002 <u>Ongoing</u> Ongoing	Education of citizens is targeted through the City of Tigard as requested (see comments under Goal #3). TVF&R is very active in the schools educating children in the area of fire safety with an eye to sending information home to parents too. Business self-inspections program has focused on education and identifying hazardous materials sites.
	8) <u>Reduce fear of crime through graffiti removal.</u>	<ul style="list-style-type: none">➤ <u>Assign staff to address graffiti problem.</u>	<u>Ongoing</u>	Police has assigned existing Community Service Officers (CSOs) to coordinate graffiti removal citywide.
#2) Develop long-term, stable funding sources to ensure efficient, uninterrupted public safety and emergency services.	1) Review Fire and Emergency Management service funding mechanisms already in use nationwide.	<ul style="list-style-type: none">➤ Contact departments with foundations.➤ Review City of Eugene revenue list.	October 1, 2003 <u>October 1, 2004</u> Done	<p>Police Department has updated fees and reduced the number of “grace” false alarms allowed from homes & businesses before a false alarm fee is levied. Police Department is applying for and receiving grants for several special programs (CERT, GREAT, Homeland Security, and LLEBG), technology, and staffing. Focus next year will be to conduct a review nationally about how departments with foundations set up that type of funding source.</p> <p>Fire District is controlling cost by moving their services out of Oregon City and increasing community education about fire which may reduce the need for service. A sprinkler law was put into place to require sprinkler installation in certain types of buildings (i.e., apartment complexes). The Fire District is also applying for and receiving grants, identifying efficiencies internally and streamlining processes.</p>


Public Safety - continued

GOAL	STRATEGY	ACTION PLANS	TIMELINES	PROGRESS DETAILS
<p>#3) The community is trained and prepared for emergencies.</p>  <p>The Action Plans changed under goal 3 reflect coordination with all Washington County emergency response providers to provide a more regional approach to addressing emergencies.</p>	<p>1) Develop community-wide program to train citizens to be self-sufficient for the first 72 hours after an emergency event.</p>	<ul style="list-style-type: none"> ➤ Educate citizens to be self-sufficient for the first 72 hours after disaster strikes. ➤ Develop an Emergency Response Coalition. ➤ Educate Coalition to understand purpose, emergency types, define training by group (seniors, bilingual, homeless, etc.). ➤ Develop short term goals. ➤ Determine what needs are out in the community. ➤ Develop work plan for coalition for next 3 years. ➤ Service providers share their prepared state with the community. ➤ Business readiness for disasters is a special focus of the training program. ➤ <u>Emergency Responders meet regularly to coordinate emergency process updates & county-wide operational coordination.</u> 	<p>Ongoing</p> <p><u>Ongoing</u></p>	<p>Tigard has not been able to provide “staffing” to this strategy. During 2003, there has been emergency preparedness updates placed on the City’s web page and printed hand-out material available in the Tigard Public Library. In 2004, education of citizens will receive more focus with ¼ of a position being provided for emergency management training. The City has applied for and received a CERT Grant (Community Emergency Response Teams). This money will be used to train citizens to be better prepared to respond to emergency situations in our community. If a disaster delays Tigard’s professional response partners, CERT members can assist others in their neighborhood by applying the basic response and organizational skills learned during training. If citizens are interested in this type of training, please contact Tigard Public Works Department.</p>
	<p>2) Coordinate Tigard emergency response providers.</p>	<ul style="list-style-type: none"> ➤ Tigard Emergency Response Work Group for responders continues to regularly meet to determine joint needs and coordinate efforts ➤ Hold regular meetings for information sharing. ➤ <u>Emergency Responders meet regularly to coordinate emergency process updates and operational coordination.</u> ➤ Modify <u>Tigard’s</u> response plans based on exercise/real life response experiences. ➤ Conduct annual exercise of response programs. 	<p>Ongoing</p> <p>Ongoing <u>Ongoing</u></p> <p>2001-2003 <u>2005-06</u></p> <p>Ongoing</p>	<p>City of Tigard staff and Tualatin Valley Fire and Rescue participated in an Earthquake drill during the spring of 2003.</p>

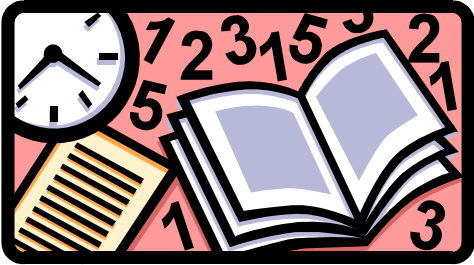
QUESTIONS OR COMMENTS? Please contact the following staff person: Bill Dickinson, Chief of Police, 503-718-2572 e-mail: chiefbill@ci.tigard.or.us or Ed Wegner, Tigard Emergency Manager/Public Works Director, 503-639-4171 ext. 2595 e-mail: ed@ci.tigard.or.us or Mark MacDonald, Tualatin Valley Fire & Rescue, Battalion Chief, 503-271-1927 (pager) email: macdonmf@tvfr.com

Tigard Beyond Tomorrow
Schools and Education

The Schools and Education Action Committee recommend that the name of this target area be changed to “Youth and Education”

Direction Statement: Tigard area residents have access to good quality public and private schools. Residents of our community, whether or not they have children in the school system, understand the importance of education and how they can help promote education of our community. The public schools have stable funding through state and local funding options. Curriculum and extra-curricular programs are important and are well supported through volunteers, local funding, and increased partnerships with business and government. New development assists in paying for new education infrastructure required by growth in the community. Public schools and governmental entities in our community actively partner in day-to-day operations and other costs to facilitate the most efficient delivery of services.		2003 Progress Summary: Partnerships between the City, Tigard-Tualatin School District, service clubs and businesses continued to be strong in 2003. That cooperation on the Mayor’s Youth Forum facilitated the formation of the Tigard Youth Advisory Council whose mission is “To empower, improve and connect the lives of Tigard’s youth.” The Tigard-Tualatin School District made good progress on the construction projects for new and renovated facilities that will provide for existing students and accommodate growth in the years to come. The Police Activities League (PAL) stepped in to offer expanded After School programs at one Tigard Middle School with the goal to expand the program throughout the District. In the coming year, the Mayor’s Youth Forum will facilitate the identification of community, school and city facilities that can be made available for youth and lifelong learning programs and activities. The City and the Tigard-Tualatin School District continue to pursue ways to maximize the community’s resources by sharing facilities, equipment, and maintenance costs.		
GOAL	STRATEGY	ACTION PLANS	TIMELINES	PROGRESS DETAILS
<div>#1) Schools, City government, and other service providers successfully work together to provide a community-based recreation activity program for young people.</div> 	1) Identify community resources for supporting/ providing <u>opportunities for recreation and after school</u> activity programs for young people.	<div>➤ Continue to explore the possibility of local business sponsorship of clubs, athletic and recreational activities at all school levels. <u>Focus business sponsorships on underserved youth.</u></div> <div>➤ Continue to encourage volunteer participation in leading club, athletic and recreation programs in middle schools, high schools and elementary schools.</div> <div>➤ Recruit senior citizens and other community volunteers to coordinate and teach hobby, activity and recreation classes. <u>Develop structured adult/youth connections throughout the community.</u></div>	<div>Ongoing</div> <div>Ongoing</div> <div>Ongoing</div>	The PAL (Police Activities League) after school program was introduced in the Middle Schools in October 2003. The program is geared toward middle school students who are financially unable to participate in other activities and includes both recreation and non-recreation activities. PAL is funded by the Portland Chapter of PAL, through grants, and by a \$15 annual fee. Tigard PAL participants are also eligible to go to the Friday Night activities hosted for PAL members at the Sherwood YMCA. PAL is looking to connect with area businesses for financial support and volunteers.
	2) Investigate funding resources to provide after-school sports and activity programs for students.	<div>➤ Establish a true Community Schools Program (offering after-school education, interest classes for adults as well as young people).</div>	<div>Ongoing</div>	Several district schools offer English classes for adults. The Police Activities League (PAL) is investigating expanding the After School program to C. F. Tigard Elementary. A Ready-To-Read Grant funds a chess club at the City’s library. A grant from Washington County funds an expanded parenting class offered through the School District.
	3) Pursue existing resources available through the City and the School District to provide programs.	<div>➤ Investigate an intergovernmental agreement between the Tigard-Tualatin School District and the cities of Tigard and Tualatin to develop/reconstruct school properties used for recreation <u>including pools.</u></div>	<div>Ongoing</div>	The Tigard City Council has authorized a 15,000 sq. ft. of the existing parking lot at the current City Hall parking lot for use as a skate park, once the City Library relocates to its new site in the summer of 2004 (provided the Skate Park Task Force raises the funds for construction of the park).

Schools and Education - continued

GOAL	STRATEGY	ACTION PLANS	TIMELINES	PROGRESS DETAILS
	1) Use volunteers to support teachers, provide additional learning opportunities for students.	<ul style="list-style-type: none">➤ Increase volunteerism in schools to help teachers and coordinate activities.➤ Support volunteer coordinators at each school for training and coordination of volunteers.➤ Use older students to work with young students.➤ Encourage parents to be involved with a definite time frame commitment.➤ Coordinate recruitment, training and support for all community volunteers.➤ Explore additional charter school options➤ <u>Expand DARE/GREAT camp mentor program.</u>	Ongoing Ongoing Ongoing Ongoing 2005 <u>2004</u>	Volunteer hours in the classrooms continue to increase. The OASIS and SMART programs both bring adults in to the schools to help students improve their reading skills. Efforts are underway to recruit more businesses to volunteer with school programs and activities. A number of programs continue at all grade levels where older students tutor and/or mentor younger students. WEB leaders in the middle schools and LINK leaders at Tigard High mentor incoming 6 th and 9 th graders respectively. High School students also serve as mentors to 4 th through 6 th graders at the Tigard Police Department's DARE/GREAT summer day camp. Tigard High teachers volunteer to mentor individual student's progress through the year in the "check and connect" program. A grant funds an expanded volunteer program also at Tigard High School. The MITCH Charter School continues to operate and added 4 th grade for the 2003 -2004 school year.
	2) Maximize the use of district facilities.	<ul style="list-style-type: none">➤ Consider Explore using school and city facilities on extended day schedule to offer enrichment, <u>recreational</u> and remedial programs <u>for the community.</u>	Ongoing	The "Art After Hours" program operates one day a week using teacher volunteers. There continues to be some after school programs at the middle and elementary schools. The Police Activities League (PAL) offers homework clubs at the middle schools. A grant funds a homework club at Tigard High. The City Library sponsors book discussion groups at the middle school.
	3) Partner with community resources to address student needs to ensure scholastic success.	<ul style="list-style-type: none">➤ Encourage community involvement and support in the Caring Community effort to provide assistance to students in need of outside resources to address barriers to scholastic success.➤ Through a variety of formats, communicate opportunities to assist students in need to all segments of the community.	Ongoing Ongoing	The Caring Community and Clothes Closet continues to operate to provide clothing, household items, and assistance for medical and dental services for families that can't afford the items or services and don't qualify for other programs. Washington Square Mall conducted a shoe drive that provided needed shoes and conducted a food drive that provided food baskets for 125 families. The Tigard Youth Advisory Council conducted a blanket drive at the end of the year and collected over 350 blankets for distribution by the Clothes Closet to area families in need. The Tigard Youth Advisory Council was formed in June to "empower, improve, and connect the lives of Tigard's Youth." Bylaws have been adopted and the members are focused on recruiting additional members and <u>connecting with their peers to involve youth in the community.</u>
	4) Actively pursue mentorship opportunities with businesses and colleges.	<ul style="list-style-type: none">➤ Identify and contact area colleges with internship programs that can provide unpaid or low cost resources to staff mentorship programs.➤ Pursue opportunities to speak to local businesses and business groups about mentorship opportunities <u>and structured programs to connect with youth.</u>	2003 Ongoing	The Junior Achievement volunteers teach at Twality Middle School and Tigard High School. The Police Activity League's (PAL) after school programs at the Middle School are staffed, in part, by college students. Local business leaders serve as resources to the Youth Advisory Council sharing their expertise on a wide variety of subjects in an effort to empower the youth to implement their programs and activities.
#3) Schools and city government effectively work together to maximize efficiencies and develop alternative support options.	1) Examine the potential for city government and the school district to provide complementary programs and services.	<ul style="list-style-type: none">➤ Actively work with the City to ensure library programs and resources complement district curriculum.➤ City creates summer jobs for 2 at risk high school students➤ Develop paid intern positions for vocational training within the City and community.	Ongoing 2003 2003	The City's Young Adult Librarian continues to provide curriculum support to the schools. Quarterly meetings between the Young Adult Librarian and the School District Media Specialists continue. The School District is evaluating the possibility of providing some printing services to the City.

Schools and Education - continued

GOAL	STRATEGY	ACTION PLANS	TIMELINES	PROGRESS DETAILS
#4) Government policies will permit the Tigard - Tualatin School District to prepare for growth and maximize the quality of services it provides students.	1) Support policy changes that will promote the District's ability to provide adequate school facilities.	<ul style="list-style-type: none">➤ Through legislation, Support efforts to impose a development tax on all new construction (residential and commercial) for schools➤ Provide tax incentive for land donated to schools➤ Improve Maintain cooperation between government agencies, schools, developers, and planners➤ Legislation should permit development moratoriums until all school infrastructure issues are resolved	Within 2 years Within 2 years Ongoing Within 4 years	The City and School District have been meeting regularly to coordinate the District's construction projects. School District staff and Board members continue to serve on the Vision Task Force and Action Committees, Mayor's Youth Forum and now provide support to the Youth Advisory Council. The City and School District continue to explore ways to share facility use and maintenance. In the coming year, that focus will be on identifying facilities for youth programs. Efforts to make changes in legislation at the state level during the last session were unsuccessful.
#5 School districts ensure effective two-way communication to the entire community by regularly providing information about school-related issues.	1) School officials develop and implement a program to use local media and city communication tools to enhance communication about school programs and successes with the broader community.	<ul style="list-style-type: none">➤ Develop effective ways to share information with the general citizenry about school programs and successes using a wide variety of formats.➤ <u>Develop tool for effective two-way communication between the schools and the community.</u>	2003 <u>2004</u>	The School District inserted a bond project update into the City's newsletter twice in 2002-03 to inform the whole community about the progress on the construction projects. In 2003-04, that update was inserted in zoned sections of the Oregonian. The District webpage includes updated information about school programs and bond construction. In the coming year, the District will develop tools for effective two-way communication with the broader community including the use of cable television and the web page.
	2) School officials develop and implement a community outreach program to promote volunteerism <u>with youth in the community and</u> in the schools.	<ul style="list-style-type: none">➤ Promote volunteer opportunities inside and outside the classroom.➤ Pursue opportunities for district involvement with the Chamber of Commerce and service clubs to promote awareness of District programs, needs, volunteer opportunities and student successes.	Ongoing Ongoing	The City of Tigard refers interested citizens to the School District for volunteer opportunities. District staff and Board members participate as members of the Chamber of Commerce and local service clubs to promote awareness of District programs, needs, volunteer opportunities and student success. Tigard High's Key Club includes more than 100 students who regularly participate in community service activities.
#6 Schools encourage a variety of opportunities for citizens of all ages to access education programs for life-long learning.	1) School officials promote available community education programs held in school facilities to the community.	<ul style="list-style-type: none">➤ Develop and distribute a combined listing of community education programs that are available at schools or city facilities.➤ Contact area program providers to determine interest in holding programs in school or city facilities as appropriate.	2003-Ongoing 2003-Ongoing	The School District makes space available in area schools for Portland Community College to hold community education classes. The District also provides space for the Police Activities League (PAL) to hold after school and programs and programs during school holiday breaks. Washington County holds parenting classes in area schools as well.
	2) School and city officials coordinate facility and equipment schedules to maximize opportunities for citizens to access education programs.	<ul style="list-style-type: none">➤ Develop and implement a system so the city and school district can share information about community program schedules in all school and city facilities.➤ Convene a team of city and school district staff <u>Continue</u> to evaluate opportunities to share equipment and facilities to create additional opportunities for the community to access educational programs.	2003-Ongoing 2004-Ongoing	One focus of the Mayor's Youth Forum during 2004 will be to develop a list of community, city and school facilities that can be made available for youth programs and activities.

QUESTIONS OR COMMENTS? Please contact the following staff person: Susan Stark Haydon, Tigard/Tualatin School District, 503-431-4000 e-mail sstarkhaydon@ttsd.K12.or.us

Tigard Beyond Tomorrow

Transportation and Traffic

Direction Statement:

Tigard takes a proactive role in regional transportation planning. Funding sources are diverse, include regional resources and are adequate to build and maintain our transportation system. Each type of street safely handles the traffic it is designed to serve. Local traffic is served by a well-connected street network that minimizes traffic impacts on neighborhoods. Tigard’s arterials and major collector streets accommodate through-traffic reducing the impact of regional traffic on local neighborhoods. Alternative transportation methods are affordable and available. Use of alternative transportation is encouraged.


2003 Progress Summary:

Progress was made towards achieving all goals. The construction project to reconstruct and widen Gaarde Street from Highway 99W to 121st Ave. began in early 2003 and is expected to be completed in late summer 2004. The Transportation Financing Strategies Task Force proposed a Street Maintenance Fee to focus on the street maintenance element only linking the revenue to be collected to the street corrective and preventative projects proposed for implementation during the next 5 years. The fee was established by Council on November 18, 2003. The resolution to set the rates will be submitted in February 2004 and implementation is expected in April 2004. The fee will provide a stable source of revenue for maintenance of the street infrastructure. Bonita Road was reconstructed and built to accommodate the heavy traffic flow for the next ten years or more. The pavement overlay projects targeted high volume deteriorated areas to enhance traffic safety and provide better traffic flow through the improved areas. The City is improving Hall Boulevard along the new Library and Fanno Pointe Condominiums frontage in conjunction with those two developments. In addition, approval by environmental agencies is currently being sought for the construction of Wall Street to provide joint access for these two developments. The City is submitting some major transportation projects in the Washington Square area for inclusion in the Metro Regional Transportation Plan Update to ensure eligibility for future federal funding. The City is working with TriMet and the Downtown Task Force to develop vehicle and pedestrian circulation improvements in the Tigard downtown area in conjunction with the Commuter Rail Project.

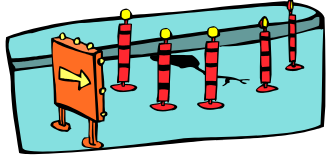
GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
#1) Improve traffic safety.	1) Discourage through-traffic on local streets.	<ul style="list-style-type: none">➤ Develop Comprehensive Traffic Calming Program - yearly implementation.➤ Implement Traffic Calming Program.➤ Enforce posted speed.➤ Review possibility of mixed use areas near residential neighborhoods.	6/04 <u>7/04</u> Annually Continuous Periodic CDC review	<ul style="list-style-type: none">➤ Comprehensive Plan development delayed. Should be completed by July 2004.➤ The formal Traffic Calming Program Plan will be developed as part of the Comprehensive Plan for Streets. However, annually traffic studies are continuing and traffic calming measures are being developed for specific streets in accordance with the procedures already in place.➤ The Police Department continued its emphasis on traffic enforcement. Implementations of photo red light and photo radar have not been implemented but may be considered in the future.➤ The Washington Square Implementation Plan was adopted in November 2002. Key projects on that plan are now being submitted for incorporation in the Metro Regional Transportation Plan Update as part of the financially constrained system. This is the initial step necessary to ensure eligibility for future federal funding.



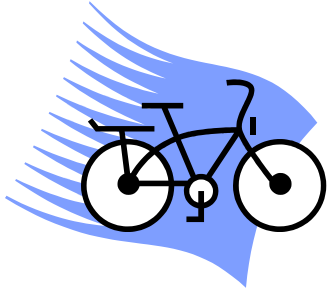
Transportation and Traffic - continued

	2) Encourage through-traffic on major collectors and arterials.	<ul style="list-style-type: none"> ➤ Widening and improvements of major collectors and arterials. ➤ Identify and promote use of through routes. ➤ Examine and implement ways to maximize use of existing lanes. ➤ Accelerate removal of vehicles after minor accidents. ➤ Work with Oregon Department of Transportation and Metro to pursue funding for improvements to Highway 99W and Hall Boulevard. 	CIP process – Annual Ongoing Ongoing Ongoing Ongoing	<ul style="list-style-type: none"> ➤ The Gaarde Street Improvements Phase 2 Project construction from Highway 99W to 121st Ave. begin in early 2003 and is expected to be completed by late summer 2004. The under-grounding of utilities and retaining wall work are basically completed. In the spring of 2004, storm drainage, sanitary sewer, and roadwork will begin in earnest. The completion of this project provides an improved east-west connection between Highway 99W and Walnut Street. ➤ Bonita Road was showing extensive signs of failure throughout its length from Hall Boulevard to Fanno Creek Bridge. Except for a short previously improved section, that road was totally reconstructed in the summer of 2003 to provide a new structural section that should last from 10 to 15 years with routine maintenance. ➤ The project designs of Walnut Street from Tiedeman Avenue to 121st Ave., and 121st Ave. from Gaarde St. to Walnut St., are basically completed. The Walnut St. project is of high priority and will be considered for reconstruction following completion of the Gaarde Phase 2 Project. ➤ The segments of Greenburg Rd. and Walnut St., from Hwy. 99W to Center St. and Grant Ave. respectively, were resurfaced and restriped to eliminate highly deteriorated and warped pavement sections to provide better traffic flow. ➤ The City submitted the widening of Hall Blvd. from Highway 99W to Durham Rd. for consideration in the Oregon Transportation Investment Act (OTIA) funding. It did not finish high enough in the ratings for funding. The Oregon Department of Transportation (ODOT) is considering a project to improve capacity at the Hall Blvd./Hwy. 99W intersection. Staff will be working with ODOT in the development of this proposed project. It would require land acquisition on the west and east sides of Hall Boulevard on the intersection approaches.
	3) Reduce actual speed on neighborhood streets.	<ul style="list-style-type: none"> ➤ Strict enforcement of posted speed limits. ➤ Traffic calming measures. ➤ Implement and enforce traffic control measures where appropriate. ➤ Controlled access to collector roads. 	Continuous Ongoing As warranted for safety During App. Review	<ul style="list-style-type: none"> ➤ Speed humps and other traffic calming devices were installed on several City streets during the past year. These devices typically reduce speeds by 4 to 6 mph. Public Works crews inventoried all the speed humps installed in the City to determine conformance to the City’s speed hump design standards. Only a few speed humps were not within the design tolerances. To ease crossing of those humps that were either considered too high or too abrupt on each edge, the crews paved a transition piece on each side to assist vehicles in mounting the humps. ➤ Traffic volume and speed studies were performed throughout the year. Traffic calming measures and traffic control devices were implemented at various locations Citywide which are too numerous to list here. ➤ The Police Department continued to use the Multi-Agency Traffic Team formed with Sherwood, Beaverton and Washington County among others to address speeding issues. This cooperative effort with other jurisdictions targets enhancement of traffic and pedestrian safety in residential neighborhoods. In addition, the Police Department continues to make available the complaint form linked to the City’s website to receive and respond to traffic concerns and issues. Using the City’s website for this purpose has proven to be an effective way for citizens to communicate their traffic-related concerns to the City. Resolution of issues sometimes requires actions and responses from other City departments. Finally, the Police Department continues to make the SMART trailer (lets motorists know their speed of approach) and the radar gun available for neighborhoods that perceive a speeding problem on their streets. ➤ Access control continues to be exercised through the development review process.


Transportation and Traffic - continued

<p>#2) Improve traffic flow.</p> 	<p>1) Develop a program to implement the Transportation System Plan.</p>	<ul style="list-style-type: none"> ➤ Review all existing streets to be connected for feasibility of connection. ➤ Prioritize street connections in order of importance. ➤ Develop funding strategy for City-funded street connections. ➤ Where possible, preserve and protect existing natural areas. ➤ Design transportation facilities to include natural features and promote connectivity to open space, greenways, and natural area access. 	<p>Ongoing</p> <p>2003/04</p> <p>2003/04</p> <p>Ongoing</p> <p>Ongoing</p>	<ul style="list-style-type: none"> ➤ Connections recommended in the Transportation System Plan (TSP) are considered during development review of all new residential and commercial projects. ➤ The Transportation Financing Strategies Task Force recommended implementation of a Street Maintenance Fee to Council. Council adopted the fee in 11/03 which links the revenue to be collected to the street corrective and preventative projects proposed for implementation during the next 5 years. Implementation of the fee will provide a stable source of revenue for addressing the City's \$4 million backlog in street maintenance and for future maintenance of the street network. Although it does not free up gas tax dollars for major street improvements and new sidewalk connections, it is a start and lays the groundwork for a future fee to cover the cost of energizing and maintaining the City's street light and traffic signal systems. That element, if implemented would provide funding for street and pedestrian improvements. The Task Force will be reconstituted in early 2004 to resume evaluation of alternative funding sources for major street improvements. ➤ The Master Plan for the new Library property shows development of the area north of Fanno Creek as part of the Fanno Creek Park and extension of the Fanno Creek Trail through the property south to the proposed Wall Street extension. That trail extension will connect to the trail to be constructed by the Fanno Pointe Condominium project. ➤ Fanno Pointe Condominiums dedicated to the City almost 3 acres of undevelopable area at the rear of that development for preservation as a natural area. That dedication was approved by Council in December 2003. The dedicated property connects to the greenway along the new library property to the north and provides opportunities for future enhancement of the natural areas and extension of the Fanno Creek Trail south towards Bonita Road. ➤ A greenbelt trail project in the Washington Square Regional Center area was selected for Federal funding through Metro's MTIP (Metropolitan Transportation Improvement Program) project solicitation process. Phase I of this trail project connects Highway 217 and Hall Blvd. The trail loop will ultimately connect (Phase II) to the Fanno Creek Trail on the west side of Highway 217. The funding approved is to complete the preliminary engineering for the entire segment from Greenburg Road to Hall Blvd, acquire necessary rights-of-way, and construct Phase I of the trail.
	<p>2) Look for additional points of connectivity.</p>	<ul style="list-style-type: none"> ➤ Establish ROW Acquisition Program to set aside corridor connection points. ➤ Coordinate with other jurisdictions for connection points. ➤ Communicate the need for local street connections to reduce the traffic impact on existing neighborhoods. 	<p>Annually through the CIP Formulation</p> <p>Ongoing</p> <p>Continuous</p>	<ul style="list-style-type: none"> ➤ The proposed Wall Street Local Improvement District (LID), if constructed, would provide a new connection between Hall Boulevard and Hunziker Street. The Preliminary Engineer's Report is currently being prepared and should provide Council sufficient information to decide if the LID should be formed. Wall Street is expected to alleviate traffic congestion on Hall Blvd north of City Hall and allows that street to function adequately at three lanes for the next 15 to 20 years. ➤ The City of Beaverton continues to pursue funding for the Murray Boulevard Extension connecting Murray Boulevard to Barrows Road at Walnut Street. This is a major connection that would allow smoother traffic flow between Beaverton and Tigard. Partial funding was obtained through the MTIP program for this project. ➤ New local street connections are incorporated into new development projects as they arise.
	<p>3) Design and implementation of traffic flow enhancement.</p>	<ul style="list-style-type: none"> ➤ Synchronization of state, county and city traffic signals. ➤ Coordination with other jurisdictions for continuity of enhanced flow. ➤ Emphasis on street striping. ➤ Increased street lighting throughout City streets. ➤ Emphasize maintenance of areas where clear sight distance is necessary. ➤ Improved signage on freeways and arterials. ➤ Encourage construction of new toll roads as opportunities arise. 	<p>Continuous</p> <p>Continuous</p> <p>Ongoing</p> <p>Each FY</p> <p>Each FY</p> <p>Ongoing</p> <p>Continuous</p>	<ul style="list-style-type: none"> ➤ The heavily-traveled street segment on Greenburg Road between Highway 99W and Center Street was resurfaced and restriped. The segment of Walnut Street between Highway 99W and Grant Avenue was likewise resurfaced and restriped. ➤ The Gaarde Street Phase 2 project from Highway 99W to 121st Avenue includes new street lights as part of the project. Walnut Street from Tiedeman Avenue to 121st Avenue and 121st Avenue from Gaarde Street to Walnut Street are now in the design stages for future construction. Both segments will include new street lights. ➤ The City's Code Enforcement Officer is cognizant of clear vision problems and takes action to have home owners comply with the clear vision area requirements whenever problems are identified.

Transportation and Traffic - continued

<div> <div>#3) Alternative modes of transportation are available and use is maximized.</div> <div>  </div> </div>	<div> <div>1) Identify alternate transportation modes.</div> <div> <ul style="list-style-type: none"> ➤ Enhance off-street bikepath/pedestrian walkway connectivity. ➤ Explore rail commute options. </div> </div>	<div> <div>With each CIP annually</div> <div>Ongoing with Commuter Rail Project</div> </div>	<div> <ul style="list-style-type: none"> ➤ The Fanno Creek Trail System is proposed for extension from Hall Boulevard through the new Library property beginning at Hall Boulevard at the north end of the property, crossing Fanno Creek, and then through the rest of the property to connect to the trail to be constructed by Fanno Pointe Condominiums. This segment of trail has been funded through Federal grants administered by the State and is scheduled for construction in FY 2004-05. The trail segment from Grant Avenue to Main Street has likewise been funded through Federal grants for construction also in FY 2004-05. The City has applied for a Federal grant to provide funding assistance for the proposed pedestrian bridge connecting Cook Park with Tualatin Park on the opposite side of the Tualatin River. The local matching funds for that grant are expected to come from Tigard’s portion of the bike/pedestrian funds allocated in the County’s MSTIP 3 (Major Street Transportation Improvement Program). ➤ The Commuter Rail project design is moving ahead with project completion now expected in early 2006. This project would run commuter rail along existing railroad tracks from Wilsonville through Tigard to Beaverton with two transit stops in Tigard currently proposed. One would be at the Tigard Transit Center and the other stop would be near the Washington Square Mall. </div>
	<div> <div>2) Encourage uses of alternate modes.</div> <div> <ul style="list-style-type: none"> ➤ Endorsement of increased gas tax and registration fees and provide data to support increases. ➤ Encourage establishment/construction of HOV lanes on state highways. ➤ Support reduced fares for transit users. ➤ Educational campaign to increase awareness of alternate modes. </div> </div>	<div> <div>Ongoing</div> <div>Continuous</div> <div>Continuous</div> <div>Continuous</div> </div>	<div> <ul style="list-style-type: none"> ➤ The City continued to provide information to the League of Oregon Cities and to the state legislature in support of gas tax increases. Although it does not appear likely that gas tax increases would be forthcoming in the foreseeable future, the Legislature did address urgently needed major transportation improvements by passing the Oregon Transportation Investment Act (OTIA) in three phases so far to provide funding for bridge replacement projects and for road modernization throughout the State. OTIA III is expected to provide \$2.5 billion in funding to improve Oregon’s highways, roads and streets over the next 10 years. ➤ The City’s telecommuting and eco-incentive programs continue. ➤ Efforts continue to be made in encouraging use of alternate modes of travel. ➤ The completion of the Crosswalk Lighting System installation at Bonita Road and Milton Court will enhance safe pedestrian crossing at that area. This crossing is installed in conjunction with the construction of a new park (Bonita Park) adjacent to Milton Court. </div>
	<div> <div>3) Encourage development of alternate modes.</div> <div> <ul style="list-style-type: none"> ➤ Coordinate with other jurisdictions for continuity of various modes. ➤ Participate in regional efforts to develop & promote use of alternate modes. ➤ Require development of bikepath/pedestrian walkway connectivity. ➤ Review & provide connections in existing areas. ➤ Focus efforts on improvements to provide connectivity for pedestrian and bicycle travel. </div> </div>	<div> <div>Ongoing</div> <div>Continuous</div> <div>Continuous</div> <div>Continuous</div> <div>Continuous</div> </div>	<div> <ul style="list-style-type: none"> ➤ The Commuter Rail project is the primary example of several jurisdictions gathering together to support an alternative mode of transportation. ➤ Metro solicited transportation-related projects through the Priorities 2004-07 project solicitation process. The City submitted two pedestrian trail projects and one road modernization project (Greenburg Road widening between Tiedeman Avenue and the 217 Over-crossing). Funding was received for a greenbelt trail project in the Metro-declared Washington Square Regional Center area. The other two projects did not make the final list for approval. ➤ The Street Maintenance Fee, as originally proposed, would have freed up gas tax dollars that could be partially reserved for new sidewalk connections and for connection of on-street bicycle paths. However, only the street maintenance element is included in the version that was approved by Council in November. The new funding allows the City to address the \$4 million maintenance backlog and maintain the street system in a timely manner. If this initial step proves successful, other elements could be added later to free up those gas tax dollars for sidewalk and other pedestrian-oriented projects. ➤ The City has been working with TriMet to develop a Memorandum of Understanding that coordinates TriMet’s Transit Investment Program with the City’s Capital Improvement Program. Projects could be developed in the future to possibly create additional east-west transit service together with sidewalk and other pedestrian amenities to support the installation of new transit stopping points. The overall goal is to provide better transit service within and through the City. </div>

Transportation and Traffic - continued

<div>#4) Identify and develop funding resources.</div> <div></div>	1) Examine current and possible new sources of funding.	<div>➤ Examine current funding sources and possible new sources of funding.</div> <div>➤ Present recommendations to City Council for discussion.</div>	<div>2003/04 <u>2004/05</u></div> <div>2003 <u>2004 and 2005</u></div>	<div>➤ The Transportation Financing Strategies Task Force was formed by City Council to evaluate alternative funding sources for both maintenance and major improvements to the collectors and arterials. The Street Maintenance Fee recommended by the Task Force and adopted by City Council addresses the City’s street infrastructure maintenance needs. The Task Force will be reconstituted during the next few months to add new members. The Task Force will continue the evaluation of potential funding sources for major street improvements during 2004.</div> <div>➤ In an attempt to reduce costs in the traffic signal systems citywide, the City initiated replacement of the traditional incandescent green signal light bulbs with long-lasting LED (Light Emitting Diodes) lights. These LEDs consume much less energy than the traditional bulbs and should reduce energy consumption costs significantly over the long term. Most of the lights have already been replaced (over 120 lights since the program began) with only a few remaining. The program should be completed in FY 2004-05. This reduction in cost should provide more funding for street-related maintenance or improvement projects.</div>
	2) Implement recommendations.	<div>➤ Implement short-term measures.</div> <div>➤ Initiate long-term measures.</div>	<div>11/03 and 04/04</div> <div>2004-09</div>	<div>➤ The Street Maintenance Fee that was adopted on November 18, 2003 is a good start in the development of new funding sources. The rates will be set in February 2004 and billings should begin in April 2004. The revenue from this fee will be used to maintain the City’s street system.</div> <div>➤ A longer term approach to increase revenue is to add other elements (such as the costs to energize street lights and traffic signal systems) to the Street Maintenance Fee. This would free up some gas tax dollars that could be used to obtain low-interest loans for major street improvements. Those funds could be used to construct projects now under design, or to design and construct projects that may be of high priority during the next few years. In addition, another bond issue could be pursued, possibly in 2006, for major transportation improvements. These and other measures would be considered by the citizen-based Transportation Financing Strategies Task Force for recommendation to City Council.</div>

QUESTIONS OR COMMENTS? Please contact the following staff person: Gus Duenas, City Engineer, 503-639-4171 ext. 2470 e-mail: gus@ci.tigard.or.us

Tigard Beyond Tomorrow Urban & Public Services

Direction Statement:

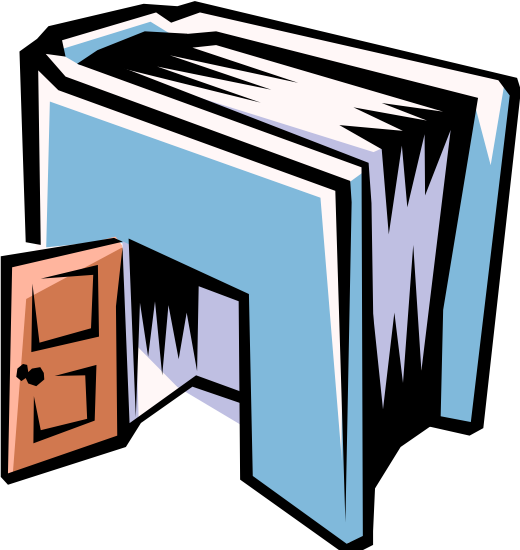
Basic Urban Services (such as access to parks, recreational opportunities and libraries) are provided to Tigard citizens through property taxes and fees for service. Citizens are charged for enhanced services on a cost-for-service basis. Expansion of the infrastructure necessary to serve growth is paid for by growth. In an effort to facilitate the most efficient delivery of basic urban services, partnerships with businesses, special interest groups, and other communities are encouraged. Citizens are educated about basic urban services, and how to access and preserve the services.

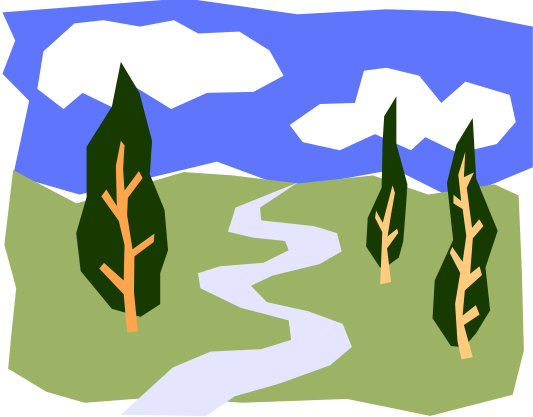
2003 Progress Summary

The building of a new library facility, approved by the voters in 2002, is making steady progress; ahead of schedule and within budget. The failure of the Washington County Library Levy (WCCLS) required a reduction in service hours and tightening of the materials budget. WCCLS is planning another Operational Levy for the May 18, 2004 ballot. The use of citizen volunteers in the Library continues to serve as a helpful and productive supplement to the Library's regular staff. Parks efforts include educational programs about wetlands and open spaces being presented routinely to elementary aged children. The City has initiated a "slowdown" in parks improvement projects until the City's financial situation improves. Only projects associated with grant funding are being completed. Picnic shelter and playgrounds have been installed in Woodard Park along with improvements/restoration at Fanno Creek Park, Summerlake Park, Bonita Park and Cook Park. In water and storm water areas, Tigard cannot be an active partner in the Bull Run Regional Water Initiative because Portland withdrew partnership offers to numerous entities. Tigard continues to work with the Washington County-based Joint Water Commission (JWC) to develop stronger partnerships there. A feasibility study was completed and Aquifer Storage and Recovery (ASR) system for the water service area is financially attractive and will provide positive results in water capacity and quality. During 2004, there will be two new wells drilled. Conservation and reuse of water continues to be a strong message shared with school age children. Expansion of reclaimed water use at Cook Park was completed. Rebate programs are underway for citizens conserving water in their homes. Visit the City's website for more information on the rebate programs at www.ci.tigard.or.us.

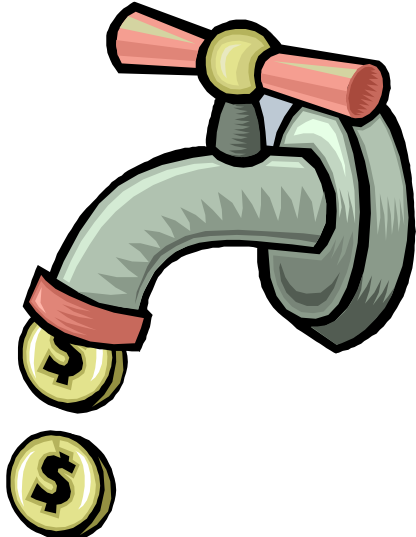
GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
LIBRARY #1) Library will have a stable funding base for the provision of basic services.	1) Using general fund revenue, continue to provide basic services and programs effectively and efficiently.	<ul style="list-style-type: none"> ➤ Annual review and update of the Library's Long Range Strategic Plan 5-Year Plan will occur. ➤ Implementation of operational funding from WCCLS. ➤ <u>Passage of the WCCLS Operational Levy</u> 	Ongoing Ongoing <u>May 2004</u> <u>May 18, 2004</u>	Annual review and updates occurred and plan-identified activities were successfully implemented. Following are two of the target areas of focus in the Library's Strategic Plan: <ul style="list-style-type: none"> ➤ Current titles – to meet the needs for community residents for information about popular culture and recreational experiences. ➤ Life-long learning – to help address the desire for self-directed personal growth and development opportunities.
	2) Identify alternative methods of funding to provide enhanced services and programs.	<ul style="list-style-type: none"> ➤ Apply for LSTA Grant. ➤ Apply for grants for new library. 	Spring 2003 <u>2004</u> Spring 2003/04 <u>2004</u>	<ul style="list-style-type: none"> ➤ Investigating different grant opportunities. ➤ Investigating corporate sponsorship to sponsor specific enhanced programs and services.
	3) Tigard Public Library Foundation takes lead in developing alternative sources of funding.	<ul style="list-style-type: none"> ➤ Tigard Public Library Foundation fundraising. ➤ Fundraising for new library. 	Ongoing <u>Spring 2004</u> Ongoing	<ul style="list-style-type: none"> ➤ “Bricks for Books” campaign runs from spring 2003 through spring 2004. This project will end with the completion of the new library. ➤ Various fundraising efforts organized by the Tigard Public Library Foundation and Friends of the Library.
	#2) A wide array of opportunities for life-long learning are available in a variety of formats and used by the community.	1) Expand overall use of the library's basic computer resources. <ul style="list-style-type: none"> a) Increased Internet b) Increased word processing c) Increase CD-Rom Educational use 	July 2002 – June, 2003 <u>Fall 2004</u> Spring 2003 <u>Fall 2004</u>	These programs are on hold until construction of the new library is completed since increased programming at the current library site is not feasible with limited space and staffing.
		2) Ask for patron suggestions regarding their interests in Library materials and programs. <ul style="list-style-type: none"> ➤ Establish patron advisory groups for specific genres. <ul style="list-style-type: none"> a) Comment cards b) Purchase suggestion cards c) Annual survey ➤ Annual survey of patrons <ul style="list-style-type: none"> ➤ <i>Cityscape</i> ➤ In-house ➤ Webpage ➤ Update Webpage 	Beginning July, 2002 <u>Ongoing</u> Winter 2003 <u>Ongoing</u> Spring 2003 <u>Ongoing</u>	<ul style="list-style-type: none"> ➤ Patron comment and suggestion cards assist with collection development. ➤ Conducted annual survey in winter of 2003. Information/results were posted on the City webpage at that time and are on file at the library. The 2004 survey will be conducted in the winter of 2004. ➤ Webpage is regularly updated with program information.

Urban & Public Services - continued

	3) Increase the focus on outreach to the community. a) Partnerships with other agencies; CPAH, School District, TAHPA.	<ul style="list-style-type: none">➤ Increase cultural programs offered to the community.➤ Continue joint programming with other agencies.➤ Broadcast story times and other programs on TVTV.	Spring 2003 Fall 2004 Spring/Fall 2003 Fall 2004 Spring/Fall 2003 Fall 2004	New and increased programs are on hold until construction of new library is completed.
<div>#3) Adequate facilities are available for efficient delivery of life-long learning programs and services for all ages.</div> 	1) Public participation in new library project.	<ul style="list-style-type: none">➤ Provide information to citizens/voters about library construction plan.➤ Continue public participation in New Library Project.➤ Ground breaking.➤ Construction of new Library.➤ New Library completed.	Ongoing June 2003 Completed 2003/04 Late Summer 2004	Ground breaking ceremony held in May, 2003. Ongoing.
	2) Community regularly updated on project.	Update through: <ul style="list-style-type: none">➤ Diggin’ the Dirt in <i>Cityscape</i>.➤ Webpage.➤ Displays.➤ Presentations to the community.➤ City Council meetings.➤ TVTV – CTF “Focus On Tigard”.➤ <u>Hard Hat Report in <i>Cityscape</i>.</u>	Ongoing	Community updated on a regular basis through monthly articles in <i>Cityscape</i> , weekly updates to the City’s webpage and various displays and presentations.

GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
PARKS & GREENWAYS #1) The City educates and supports citizen efforts to understand the importance of floodplains and how the areas are managed and protected.	1) Adopt educational and presentation program for wetlands and open spaces.	<ul style="list-style-type: none">➤ Develop community wide partnership to educate citizens about need to protect and preserve wetlands and open spaces.➤ Prepare list of possible land acquisition sites available inside and outside City.➤ Reclaim what lands we already have.➤ Address funding issues.➤ Implement school educational program.	Ongoing Ongoing Ongoing Ongoing Ongoing	Presentations are routinely made to elementary aged children regarding wetlands, erosion, flora and fauna, water, etc. A Public Works education program coordinator makes the presentations. List of possible land acquisition sites was created during Skate Park location process. One property (Clute) has been identified on Bull Mountain, if annexed, for development. City has initiated a “slowdown” in parks CIP projects until the City’s financial situation improves. Only projects associated with grants are funded during this “slowdown”.
#2) Open Space & Greenway Areas Are Preserved And Protected. 	1) Acquire and develop parkland.	<ul style="list-style-type: none">➤ Develop Bonita Park Phase I with CDBG Grant.➤ Continue to look into Bull Mtn area for land acquisition.➤ Build shelter/playgrounds at Woodard Park.➤ Continue tree planting plan.➤ Conduct at least 4 major volunteer projects.➤ Complete implementation of the Summerlake Master Plan.➤ Phase implementation of Park System Master Plan.	Ongoing Ongoing Ongoing <u>Done</u> Ongoing Ongoing Ongoing <u>On Hold</u> Ongoing	Development will be completed this winter. One property has been identified for possible acquisition (Clute). The picnic shelter and playgrounds have been installed in Woodard Park. Fanno Creek Park restoration, Summerlake Park restoration, Bonita Park Restoration, Cook Park Wetlands restoration Further development is on hold until “slowdown” is lifted. City has initiated a “slowdown” in parks CIP projects until the City’s financial situation improves. Only projects associated with grants are funded during the “slowdown”. Two Fanno Creek Trail projects (Hall Blvd. to Wall St. & Grant Street to Main St.) will be carried over to FY ’04, and both have grant monies.
	2. Develop & implement “Best Management Practices” (BMP’s) Document setting forth park maintenance activities/tasks and maintenance standards.	<ul style="list-style-type: none">➤ Implement BMPs	Ongoing	Data used to prepare budgets, work schedules
RECREATION #1 Partnerships provide a wide range of leisure and recreation opportunities that are coordinated and available for the Tigard community.	1) Develop partnerships with current providers to provide opportunities for recreation.	<ul style="list-style-type: none">➤ Allow current providers opportunities to continue existing services (i.e., PCC, Senior Center, City Library, Balloon Festival, Tigard Blast, 4th of July, Mayor’s Youth Forum, cooperate with existing leagues & groups, and Downtown Christmas Tree Lighting).➤ Investigate & develop the utilization of existing school/park/church facilities and properties.➤ Address grants, fees, and raising local matching funds to work with Metro, conservancies, and private/public sources.	Ongoing Ongoing Ongoing	Other service providers offered community recreational activities such as; Tigard Blast, July 4 th Fireworks, Downtown Christmas Tree Lighting, youth sports – soccer/little league, Library adult and youth programs. Interactive senior-based programming is available at the Tigard Senior Center. Grants have been secured for two Fanno Creek Trail projects and new grants are being considered for the Skate Park, and the Cook Park Trail extension from the Butterfly Garden to the possible future site of the Tualatin River Bicycle and Pedestrian Bridge.

Urban & Public Services – continued

GOAL	STRATEGY	ACTION PLAN	TIMELINES	PROGRESS DETAILS
WATER & STORMWATER #1) Actively participate in regional development of drinking water sources and adequate, innovative funding mechanisms to develop those sources for Tigard users while exploring local options for water reuse and groundwater source. 	1) Investigate developing partnership or contracts with other jurisdictions to develop a long-term source of water.	<ul style="list-style-type: none"> ➤ Continue participation (leadership) of Bull Run Regional initiative, make buy-in decision. ➤ Continue participation in JWC Feasibility Study. ➤ Continue partnership status in JWC CIP that allots water to Tigard. 	Ongoing Ongoing Ongoing	<ul style="list-style-type: none"> ➤ Being an active partner in Bull Run regional water initiative is not a possibility at this time, Portland withdrew partnership offers, wholesale water contract negotiations proceeding. ➤ Continue to work with the Joint Water Commission (JWC) in becoming partners, expect final action on membership in January 2004. ➤ Participating in CIP capacity increasing project: Raw Water Pipeline
	2) Develop a feasibility report of Aquifer Storage and Recovery (ASR) for the water service area.	<ul style="list-style-type: none"> ➤ Complete pilot project, evaluate ASR effectiveness, construct additional ASR. ➤ Drill ASR #2 well. ➤ Drill and evaluate ASR test well #3. 	Completion by 2007 Spring 2004 Fall 2004	<ul style="list-style-type: none"> ➤ Three phase scope of work developed and adopted. ➤ Phase 1: Feasibility Study completed (favorable recommendations) ➤ Phase 2: Pilot testing completed, final report phase, positive results in water capacity & quality, well becomes operational @1MGD. ➤ ASR expansion report completed, recommends several potential sites. ➤ Assessment of location for ASR #2 and ASR test well #3 complete.
	3) Build identified water capital improvements.	<ul style="list-style-type: none"> ➤ Complete new financial plan/rate review. ➤ Implement CIP. ➤ Rider school reservoir construction. ➤ Rider school pump station. ➤ Rider school pipeline. 	On going until Fiscal Year 2006/07 2004/05 2004/05 2004/05	<ul style="list-style-type: none"> ➤ Vulnerability Assessment (mandated) underway. ➤ Rider School reservoir agreement signed with the Tigard Tualatin School District. ➤ ASR #2 in design, ASR #3 in test well mode.
	4) Conservation - Reuse – Alternatives.	<ul style="list-style-type: none"> ➤ Continue activities in local schools. ➤ Implement new Consortium programs looking at regional issues. ➤ Construct demonstration garden projects in conjunction with stormwater pond enhancements. ➤ Initiate code changes for conservation. ➤ Incentives such as rebate program, conservation kits distribution, etc. 	Ongoing Ongoing July 2004 <u>Ongoing</u> 2006/07 Ongoing	<ul style="list-style-type: none"> ➤ Conservation message continues ➤ Consortium evaluating program effectiveness. ➤ Expansion of reclaimed water use at Cook Park completed. ➤ Demonstration ponds are built in conjunction with storm water ponds. Out of the five which are planned, three have been completed. N/A <ul style="list-style-type: none"> ➤ Rebate programs underway.
#2) Stormwater runoff is effectively managed.	1) Develop a management plan for storm water facilities.	<ul style="list-style-type: none"> ➤ Water quality pond enhancement (2). ➤ Neighborhood participation “Adopt A Stream”. ➤ Repairing damage creeks/waterways. ➤ Comply with all Endangered Species Act rules and regulations. ➤ Expand the City of Tigard coverage area to include Clean Water Services area expansion ➤ Construction and Building Code modifications to allow innovative stormwater practices. ➤ Partner with neighboring cities and CWS to construct storm water debris handling facility 	Ongoing Ongoing Ongoing Ongoing 2004/05 Ongoing Ongoing	<ul style="list-style-type: none"> ➤ Completed 2 pond rehabilitations, 2 more scheduled for 2004. ➤ Continue to solicit volunteers in Adopt-A-Stream projects. <ul style="list-style-type: none"> ➤ Expansion of Tigard service area boundaries now planned for July 2004. ➤ No progress to date on code modifications.

QUESTIONS OR COMMENTS? Please contact the following staff people:

LIBRARY

Margaret Barnes, Library Director, 503-639-4171 ext. 2501 e-mail: margaret@ci.tigard.or.us

PARKS, RECREATION, WATER & STORMWATER

Ed Wegner, Public Works Director, 503-639-4171 ext. 2595 e-mail: ed@ci.tigard.or.us

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A RESOLUTION GRANTING AN EXEMPTION FROM COMPETITIVE BIDDING UNDER LOCAL CONTRACT REVIEW BOARD ADMINISTRATIVE RULE 80.015 FOR THE ACQUISITION OF SHELVING AND RELATED FURNITURE & FIXTURES FOR THE NEW LIBRARY.

PREPARED BY: Joe Barrett DEPT HEAD OK cl CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Shall the Local Contract Review Board grant an exemption from competitive bidding under LCRB Administrative Rule 80.015 for the acquisition of shelving and related furniture & fixtures to be used at the new Tigard Library?

STAFF RECOMMENDATION

Grant an exemption to competitive bidding under Administrative Rule (AR) 80.015 allowing staff to purchase shelving for the new Library under a contract let by Oregon State University thereby providing critical time and cost savings.

INFORMATION SUMMARY

A key piece of furniture & fixtures for the new Tigard Library will be the shelving used to house the collection. The shelving will be a prominent piece of the Library's overall interior design, look, and feel. In addition, the successful and timely coordination of the shelving location and design between the shelving vendor, architect, and contractor are imperative to a successful opening of the Library on the target date.

Given all these factors, the selection of the type of shelving used in the Library is critical. SRG Partnership, the City's Architect for the project, has strongly recommended and developed plans around Spacesaver Library Shelving. SRG believes the Spacesaver shelving best meets the City's needs, and desired results.

Currently, a contract exists between Oregon State University (OSU) and Krueger International (KI) that includes the Spacesaver shelving. Through cooperative language contained in the contract, the City is eligible to purchase through this agreement. The contract was not formally solicited by OSU, but rather was awarded through a direct negotiation process between OSU and KI. Due to this, a public hearing needs to be held and LCRB approval of an exemption under AR 80.015 is required before the City is eligible to use this agreement under the City's own purchasing and contracting rules. Allowing the City to secure the shelving through the use of this agreement would save critical time, between 6-8 weeks, on a fast-track project such as this and at the same time take advantage of competitive pricing.

In addition to the shelving, the City would be eligible to purchase other furniture and fixtures through the contract between OSU and KI. Stacking chairs, carts, folding tables, and computer tables that the Library intends to purchase could also be secured through the agreement, saving even more valuable time.

OTHER ALTERNATIVES CONSIDERED

Do not grant an exemption under Administrative Rule 80.015 and direct staff to complete and Invitation to Bid process.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

1. Resolution

FISCAL NOTES

The estimated cost of the shelving is \$230,000 and \$90,355 for the other furniture & fixtures.

LOCAL CONTRACT REVIEW BOARD
CITY OF TIGARD, OREGON

RESOLUTION NO. 04-_____

A RESOLUTION GRANTING AN EXEMPTION FROM COMPETITIVE BIDDING UNDER LOCAL CONTRACT REVIEW BOARD ADMINISTRATIVE RULE 80.015 FOR THE ACQUISITION OF SHELVING AND RELATED FURNITURE & FIXTURES FOR THE NEW LIBRARY.

WHEREAS, the shelving used to house the collections will be a prominent piece of the new Tigard Library's overall interior design, look, and feel; and

WHEREAS, due to the prominence of the shelving, selection of type of shelving used is critical to the successful opening of the Library; and

WHEREAS, the City's Architect for the project, SRG Partnership, strongly recommends Spacesaver Library Shelving which is sold through Krueger International; and

WHEREAS, a contract exists between Oregon State University and Krueger International that includes the Spacesaver Shelving; and

WHEREAS, through cooperative language contained in the contract, the City is eligible to purchase through the agreement, and

WHEREAS, time is of the essence on a fast-track project such as the Library and the City will save valuable time and receive competitive pricing by purchasing through the contract; and

WHEREAS, the use of the contract requires an exemption under Administrative Rule 80.015;

NOW, THEREFORE, BE IT RESOLVED by the Local Contract Review Board that:

SECTION 1: An exemption under Administrative Rule 80.015 is granted for the purchase of Spacesaver Library Shelving and related furniture & fixtures.

SECTION 2: Staff is directed to utilize the existing contract between Oregon State University and Krueger International for the shelving and related in the best interest of the City.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2004.

Local Contract Review Board Chair - City of Tigard

ATTEST:

City Recorder - City of Tigard